



**NEW LIFE CHURCH**  
PHILADELPHIA

*A thriving family in the city where the broken of all nations are made alive and whole, finding hope and purpose in Jesus.*

**Job Title: Director of Children's Ministries**

**Hours: Part-time (average 20 hrs/week)**

**Start Date: Fall 2019**

**Reports to: Administrative pastor of New Life Church Philadelphia**

**Responsibilities: Work with volunteer staff and administrators to create a safe and welcoming environment for families where children, birth through fifth grade, hear the gospel of Jesus Christ and are encouraged to grow in their faith and love for God through leadership of the following areas:**

1. Nursery Care
2. Sunday School
3. Chapel hour
4. Kids Connection
5. Outreach Events

**Nursery Care: Recruit and schedule volunteer staff; maintain a clean, safe, developmentally-appropriate nursery environment for infants through 2 year olds.**

**Sunday School: Recruit and schedule volunteer staff, select gospel-centered age-appropriate curricula and maintain supplies.**

**Chapel Hour: Recruit and schedule volunteer staff for an outreach-focused worship hour kids' program, ages 2 through Kindergarten. Select gospel-centered age-appropriate curriculum and maintain supplies.**

**Kids' Connection: Recruit and schedule volunteer staff for engaging kids' program during alternating weeks for the worship service for children in grades 1-4. Choose curricula, maintain supplies, and create kids' worship bulletins for alternate Sundays.**

**Outreach Events: Recruit volunteer staff and lead event programming for events such as summer and holiday outreaches.**

**Job Requirements & Qualifications:**

1. Experience and demonstrated interest in sharing the love of Christ with children and families.
2. Excellent relational skills.
3. Demonstrated ability to administer and delegate responsibility.
4. Provide child abuse history clearances.
5. Must be or become a member of New Life Church Philadelphia.
6. Present in the church building at least Sundays from 9 am-1 pm and for weekly staff meetings.

**Please forward resume and cover letter to [Newlifearchcommittee@gmail.com](mailto:Newlifearchcommittee@gmail.com)**