

Minister to Children and Community
Job Description
Boulevard Baptist Church

Qualifications:

- Master's degree from an accredited seminary
- Strong written, oral, and electronic media communications skills
- Exceptional leadership, management, and organizational abilities
- Commitment to collegial and collaborative relationships with staff and lay leaders
- Commitment to ongoing growth and development
- Commitment to daily cultivation of the fruits of the spirit
- Passion for nurturing the faith of those whom they serve

Responsibilities:

I. Children's Ministry

- Direct all BBC children's ministries
- Set goals, determine priorities, and assess current programs for relevance and effectiveness, and appraise the need for new programs
- Oversee practical aspects of programs, including Bible study, discipleship, outreach, and leadership development
- Recruit, schedule, and oversee lay leaders and volunteer helpers
- Plan and supervise special events
- Be in contact with families through calls, texts, emails, and in-person visits

II. Pastoral Care

In coordination with the Pastor, the Minister to Children and Community will:

- Share hospital visitation responsibilities with the other members of the ministerial team
- Visit members in nursing homes and retirement centers
- Visit members who are homebound
- Oversee the BBC prayer list and be in regular communication with members on the list to provide pastoral support
- Keep church staff apprised of all pertinent pastoral care needs and updates

III. Spiritual Formation

- Lead the ongoing development and implementation of strategies for making and sustaining disciples of Jesus Christ
- Create opportunities outside of Sunday mornings and Wednesday nights to engage members and guests in spiritual formation
- Coordinate the Spiritual Formation budget
- Create opportunities for intergenerational fellowship
- Collaborate with the pastoral staff to welcome and connect prospective/new members to ministries of discipleship and worship. Engage the ongoing development and implementation of strategies with prospective/new members to connect them to the whole life of the church, and to ministries that fit their passions, skills, and desire for spiritual development.

Other Ministry Responsibilities

- Participate in weekly staff meetings
- Assist in worship planning and leadership
- Provide support and direction to standing committees and teams as assigned by pastoral staff

Supervision

Pastor

The Minister to Children and Community is immediately responsible to the pastor.