



Director of Christian Education

Grace Covenant Presbyterian Church ♦ Gloucester, VA ♦ www.gracecovenant.us

Summary Description

Are you passionate about seeing children and youth grow in their knowledge and love for Jesus? Do you enjoy helping people of all ages develop into spiritual maturity? Do you have an interest in organizing church events and equipping teachers and volunteers? Do you excel in organization and communication? Are you a team player? If you answered yes to these questions, then you should apply for this position!

Job Duties/Responsibilities

- Organize and prepare weekly Sunday School and Children's Church lessons for the teachers of nursery through 5th grade.
- Organize and lead activities for children during Wednesday night Bible study.
- Recruit and train paid nursery workers and volunteer teachers.
- Recruit and train a Youth Director, under the direction of the Assistant Pastor.
- Organize, prepare, recruit, train, lead, and mentor volunteers for VBS, Easter and Christmas events, as well as additional community outreaches to families throughout the year.
- Organize, recruit, and train volunteers to lead adult Sunday School classes and small groups.
- Obtain and keep track of background checks on all volunteers.
- Be an active member of the Christian Growth Committee and attend meetings.
- Manage spending and budget for the Children Ministry.
- Communicate regularly with parents via email, phone call, and social media.
- Work closely with the Pastor and Assistant Pastor.

Required Qualifications

- Must profess Jesus Christ as personal Lord and Savior, obeying His commandments to love God and people.
- Agree with and adhere to the Covenant Order of Evangelical ("ECO") Presbyterian Church Essential Tenets. (www.gracecovenant.us/new-here/).
- Become a covenant partner ("member") of GCPC and active participant in our church community.
- Bachelor's degree.
- Minimum of three years' experience working with children and families in a church setting and ministry leadership experience preferred.
- A background in education, teaching, and/or administration preferred.
- Strong organizational and communication skills and a strong work ethic.
- Works well with all kinds of people; team mentality.
- Responsive to emails, dependable, and responsible.
- Cover letter and resume should be submitted to **DCEsearch@gracecovenant.us**.