



*Saint Paul UMC is a downtown Lincoln community committed to strengthening the social fabric of society through reconciliation guided by the love of God and the love of neighbor.*

*Our mission is to magnify God's love in downtown Lincoln by welcoming all people, advocating for justice, serving those in need, and empowering people spiritually.*

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## **Director of Kids & Family Ministry**

Position description 11/5/2025

### **Ministry Overview**

The Director of Kids & Family Ministry develops and oversees all ministries related to children (from infant to 5<sup>th</sup> grade) and their families at Saint Paul. The Director is responsible for creating a welcoming, exciting, curious, and creative environment for the spiritual formation of children in a progressive Christian tradition. This position collaborates with staff and lay leaders to design age-appropriate learning activities, to engage children and families in worship, prayer, service, and justice, and to care for the social, emotional, and faith development of children. The Director will establish and guide a Kids & Family Ministry Team to build and support a comprehensive ministry program for children and families. Hours are negotiable between 30 hours a week and full-time.

### **Responsibilities**

- Serve as part of the staff team to accomplish church goals; participate in staff meetings and training
- Assess needs and opportunities for ministry with kids and families
- Develop goals and strategies for spiritual growth for children and families in collaboration with Kids & Family Ministry Team and clergy
- Plan Sunday morning and Wednesday evening activities for kids, as well as monthly events for children and families with an intergenerational mindset
- Plan and facilitate Vacation Bible School
- Recruit, train, and support volunteers in implementing plans and emerging vision for kids and family ministry including for children's music, summer camp, seasonal events, summer day programs
- Communicate regularly with parents and church through newsletter, emails, etc.
- Monitor financial oversight of program
- Maintain Safe Gatherings policy and compliance for protection of kids and leaders, as well as attendance records for children and adults
- Work with the staff leading youth ministry to coordinate the spiritual formation transition from kids to youth ministry
- Assist pastors with providing care to children and their families

## **Qualifications**

- Strong Christian faith with a progressive leaning and a commitment to mission of Saint Paul
- Ability to work as a member of a team with a positive and caring attitude
- Excellent relational, communication, and organizational skills
- Relates well with children and volunteers, willing to adapt activities for differences in age and ability
- Ability to maintain boundaries

## **Education and Experience**

- A minimum of two years' experience in kids' ministry or related fields with proven leadership skills
- Bachelor's degree required. Degree in theology, education, or a related field is preferred, but not mandatory.

**Supervisor:** Senior Pastor

## **Compensation**

To be determined based on training, experience, and hours worked each week. Full-time position starts at \$40,000 for 2+ years of experience. \$7200 health stipend additional.