

# CCF Lowell: Director of Children's Ministry

**Part-Time, 15-20 hours per week**

**Reports to:** Lead Staff Pastor, Jennifer Najem

CCF Kids, the children's ministry of CCF Lowell, provides relevant, age-appropriate learning and connection opportunities for kids from birth to 8th grade. During all weekend worship experiences, a ministry for kids is provided and executed by a large base of volunteers led by the CCF Lowell Director of Children's Ministry.

When you ask us what we do at CCF Lowell, you won't just get a job description; you'll hear a story. We are passionate about using our talents for God's purposes and that's why we've dedicated our careers to a ministry, not just a job title. We have the privilege of leading people to become fully devoted followers of Christ. As we do, we strive to be risk-taking, irrationally generous, spiritual contributors who laugh hard and honor God with integrity.

The CCF Lowell Director of Children's Ministry will work with the Lead Staff Pastor to achieve the goals of CCF Lowell. He/she will also be responsible for the specific goals related to a successful CCF Kids ministry. CCF Lowell is making a lasting difference around the world by leading people to become fully devoted followers of Christ. Our vision and mission can be read [here](#).

If you are passionate about our ministry and this position sounds like yours, keep reading for details.

## **You are:**

- Passionate about sharing the CCF Kids ministry vision with families in the church, the community, and volunteers
- Able to build a team that leads and executes CCF Kids ministry by inspiring others to serve in CCF Kids
- Driven to reach kids who do not know Christ by being relevant and providing a great space for them to connect with other kids and leaders
- An advocate for connecting with parents and equipping them to be the leader of their child's spiritual development
- A strong communicator who listens well
- A proven project manager with strong attention to detail and administrative skills
- A team player and team builder who focuses on the good of the entire ministry

## **You will:**

- Help the church leadership reach the community by creating and implementing a strategy that draws families into the church through the CCF Kids Ministry
- Lead and develop teams and volunteers so that they are operating to their strengths and being most effective in their roles on the CCF Kids team
- Create a presence of CCF Kids ministry in the community through special events geared towards evangelism and community impact

- Minister to the families and aid in connecting what happens on the weekend with what happens at home
- Be a model for those who attend CCF Lowell by being an example of personal integrity, discipleship, and evangelism

### **Weekend Responsibilities**

- Review and prepare the lesson plans for each teacher and teaching assistant. This includes ensuring you have all the graphics and promotional materials for each series and that the necessary technology will be available.
- Oversee Kids and Nursery programs each weekend in the areas of training, troubleshooting, child check-in, and recruitment.
- Shop and/or order necessary supplies needed for each department within the CCF Kids' ministry.
- Collect attendance via Planning Center, Follow up with guests, log-in and submit offering, etc.

### **Education and Experience**

A four-year Bachelor's Degree is required with preference given to a pastoral, other ministry-related, or education-related degree. Qualified candidates should either have ministerial certificates credentials or be working towards obtaining certificates or credentials. Successful candidates should have 3-5 years related experience.

Interested individuals should email a resume and cover letter to Lead Staff Pastor Jennifer Najem at [jnajem@ccflowell.org](mailto:jnajem@ccflowell.org).