

# Park Avenue United Methodist Church

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**Our Mission:** To make disciples for Jesus Christ for the transformation of the world.

**Our Vision:** We will be a vibrantly Christ-centered, multiracial, multi-ethnic, inter-generational instrument of transformation, actively engaged with our urban neighborhood and our world.

**Title:** Children's Minister (30 hours/week; with benefits)

**Purpose:** To reimagine and reboot our Children's Ministry program according to our strategic focus to be the church on the block, for the block, and for our kids. Develop, implement, oversee and evaluate ministry for children pre-K through 5th grade to learn about and experience the love of Christ and grow in their faith journey. Build relationships which equip, empower and support children and their families through worship, discipleship and spiritual formation experiences rooted in Park Avenue's Mission and Vision.

## Principal Responsibilities:

### Program Leadership & Development

- Plan, develop and evaluate curricula, programs, milestones and special events for children in pre-K through 5th grades including, but not limited to, Sunday morning and mid-week programming
- Identify and pursue opportunities to reach out to and engage community children in a one-mile radius of the church
- Recruit, train, schedule, equip and support a team of volunteers to serve on Sunday mornings and in other programming opportunities
- Collaborate closely with the Early Childhood Ministry Coordinator, Youth Minister and Children's Choir director to develop consistent, coherent and nourishing faith formation.
- Establish a Children's Council which would support ministry programming and events, evaluate ministry, help select curriculum and develop policies that align with the mission and vision of PAUMC
- In the context of COVID-related hybrid environments, assess opportunities to:
  - Use online technologies/tools to present ministry through virtual presentations and fellowship.
  - Host online meetings and communicate meetings with families.
  - Create supportive materials/activities for children to do at home with families.

### Safety

- Ensure that "Safe Gatherings" best practices are in place to protect children and youth in PAUMC programs
- Ensure that volunteers are appropriately trained and screened
- Adhere to official guidelines for health and safety, adjusting programming as needed

### Administration

- Manage Children's Ministry budget, exercising proper stewardship over Children's Ministry's funds
- Maintain registration and weekly attendance records for all Children's Ministry programs
- Manage the Children's Ministry physical environment and supplies
- Communicate effectively on multiple platforms with children and families, volunteers, congregation, and surrounding community
- Serve as a member of the staff leadership team at PAUMC. Attend staff meetings and NOW Council meetings

## CORE COMPETENCIES FOR ALL STAFF OF PARK AVENUE UNITED METHODIST CHURCH

- **Radical Hospitality** demonstrated by graciously inviting, welcoming, and caring for others—especially those who are strangers

- **Building Relationships** with other staff, PAUMC laity, and our neighbors
- **Integrity & Trust** is engendered; takes responsibility and meets commitments
- **Creativity & Flexibility** to make new recommendations, to continuously improve existing ministry, seeking outside suggestions and to regularly pursue learning and professional development
- **Supports Vision & Mission** of PAUMC and can be counted on to meet or exceed ministry program goals

#### **QUALIFICATIONS:**

##### **SPIRITUAL (Required):**

- Strong personal faith in Jesus Christ
- Love of children and an understanding of faith formation in children
- Full engagement in active Christian lifestyle and discipline, including weekly worship attendance, small group participation, lifestyle of tithing and generosity, and serving out of call and giftedness
- Commitment to personal spiritual growth and healthy lifestyle
- Considers the position a ministry calling, not simply a job

##### **LEADERSHIP SKILLS**

- Strong interpersonal skills
- Strong organizational ability and time management skills
- Ability to recruit, form, and lead a strength-based team of volunteers
- Adaptability
- Ability to minister to and engage kids at different development stages, learning styles, personalities
- Attention to detail, self-starter, commitment to excellence
- Support the overall mission, vision, beliefs and strategy of Park Avenue United Methodist Church
- Model standards and expectations of Christian leadership, including positivity and professionalism
- Demonstrated ability to empower, equip and support others in ministry and community building

##### **EDUCATION AND EXPERIENCE**

- Bachelor's degree, preferred
- Coursework and experience in Christian education, elementary education or child development, preferred
- Experience in growing and sustaining children's ministry programs
- Experience recruiting, training, and leading adult volunteers
- Experience with technological options to deliver ministry remotely and connect with families, desired
- Volunteer or professional experience working with/in community with multi-racial, multi-ethnic socio-economically diverse, urban and suburban children and their families

##### **ADDITIONAL INFORMATION**

- The successful candidate must pass a background check and complete Safe Gatherings training
- The successful candidate must be available for regular ministry programming times, typically including Sunday morning and possible Wednesday evenings
- The successful candidate must be in agreement with the standards, theology, and policies of Park Avenue United Methodist Church

**Reports to:** PAUMC Senior Pastor

**Compensation:** \$36,600 plus benefits

**Benefits:** This position receives Medical, Dental, AD&D, long and short term disability, paid vacation and sick/safe leave

**Send letter of interest and resume to:**

Carla Urban, SPRC Chair  
Park Avenue UMC, 3400 Park Ave S, Minneapolis, MN 55407

or via email to [cjdurban@gmail.com](mailto:cjdurban@gmail.com)