

**Director of Children and Youth Ministries**  
**John Knox Presbyterian Church, North Canton, Ohio**  
(40 hour per week/exempt)

Reports to: Pastor  
Directly Supervises: Staff, Teams and Individuals working with Youth and Children  
Child Care Providers

**Church Mission**

**John Knox Presbyterian Church is “a beacon on the hill, connecting all with God, growing to be like Christ, and serving our neighbors”.**

**Position Summary**

The Director of Children and Youth Ministries will provide dynamic leadership in growing a “Connect-Grow-Serve” ministry to Children and Youth by discipling our youth and equipping and coordinating staff, ministry teams, parents and congregation members at John Knox Church to provide meaningful and effective ministry for all those birth through High School ages and their families. The ministry to Youth will require direct “face-time” with the youth, within a team concept, where the ministry to Children will be more of an equipping/coordinating nature, with some “face-time”.

**Essential Functions for Children’s Ministry (Birth-5<sup>th</sup> Grade; 10 hours/wk.)**

- Discover, communicate and implement a vision for children’s ministries which is in line with our “Connect-Grow-Serve” discipleship development strategy
- Supervise, equip and develop children’s ministry staff members and ministry teams
- Supervise, equip and develop Childcare Providers and coordinate childcare ministry
- Coordinate the Sunday Morning Discipleship program for children
- Coordinate and lead Junior Church
- Plan creative connecting events for children and their parents
- Lead Vacation Bible School Team
- Reach out to parents, building relationships with them and equipping them so they can help their children to grow in their love for God and their relationship with Jesus
- Organize outreach and connection with the Interfaith Preschool,
- Regularly evaluate the effectiveness of our children’s ministries and implement changes that will help us to be more effective in living out our church’s mission in the lives of our children

**Essential Functions for Youth Ministry (Middle School & High School; 30 hours/wk.)**

- Discover, communicate and implement a vision for youth ministries which is in line with our “Connect-Grow-Serve” discipleship development strategy
- Contact work with youth outside of the church building
- Equip and develop High School and Middle School ministry teams
- Coordinate the Sunday Morning Discipleship program for Youth
- Reach out to parents, building relationships with them and equipping them so they can help their children to grow in their love for God and their relationship with Jesus
- Regularly evaluate the effectiveness of our youth ministries and implement changes that will help us to be more effective in living out our church’s mission in the lives of our children.

### **Other Responsibilities:**

- Participate in meetings with the Pastor, Servant Team Meetings, Summits, and other meetings as necessary
- Participate regularly in worship

### **Minimum Qualifications:**

- Passion for Christ and Youth
- Active Participant in a Christian Church, with the ability to work comfortably within the Reformed Tradition
- Degree in Education or Youth or Children's Ministry and demonstrated ability to lead Youth/Children's Ministry

### **Core Competencies:**

- **Mission Ownership:** Demonstrates understanding and full support of the mission, vision, values and beliefs of John Knox Church to the extent he/she can teach those values to others. Leads his/her staff members and teams to identify unique vision, which is in line with the mission and vision of John Knox Church.
- **Spiritual Maturity:** Demonstrates vibrant, growing relationship with Jesus. Intentionally lives his/her life out of a developed plan for continued growth consistent with the discipleship model practiced by John Knox Church. Models maturity, humility, teachability, accountability and servant leadership in all relationships.
- **Interpersonal Skills:** Demonstrates the ability to lead people. Demonstrates the skill of active listening and openly accepts criticism. Productively engages and resolves interpersonal conflict. Holds others accountable in a spirit of love. Engages people positively, with a demeanor of optimism and abundance. Self-Starter.
- **Team Building Skills:** Demonstrates the capacity to work with others in a team setting, both as leader and as team member. Works with leaders to regularly assess the health of teams and groups. Recognizes dysfunctional team behavior and redirects it into functional behavior. Creates and communicates vision, direction and goals for the team.
- **Management Skills:** Demonstrates commitment and flexibility in scheduling regular coaching sessions with those in his/her ministry areas. Understands his/her leadership style, temperament type, and conflict management style and adapts leadership behaviors to meet the needs of the situation. Delegates, empowers and holds leaders accountable. Marshals resources (people, funding, material, support) to get things done.
- **Passion for Youth Ministry:** Demonstrates a passion for being with Youth and helping them to grow in their relationship with God. Understands how to develop and work with youth in appropriate, creative, and meaningful ways.

## **More Information**

This is an exciting time at John Knox Presbyterian Church!

The congregation is working hard to hear and respond to God's call. Adults are eager to learn and grow as disciples in a relationship with Jesus. There is an increasing passion to meet the needs of neighbors right around the church while maintaining the support that the church has long given to missionaries and overseas missions. And over the past year, a number of young adults and families have been drawn to the church.

One huge blessing for John Knox Presbyterian has been the wonderful staff that has been called together by God to lead the church toward God's vision. We are seeking to add to this staff the person God has been preparing to lead our children and youth ministries. We believe this person will be a person of deep faith, a self-starter who has the ability to work well with many people, and one who has a passion and calling to lead our congregation in building a strong youth and children's ministry.

This position (full-time, exempt) is expected to average 40 hours per week. The total package will be approximately \$28,000/year. There will be a 90-day evaluation so both the church and candidate can talk about whether the position is a good fit and, if so, whether any adjustments to the position description would be in order.

Members and active participants in the life of John Knox Presbyterian Church will not be considered for this position.

**If you are interested, please email your resume and a cover letter that expresses what interests you in the position and your sense of calling to it to [tom@jkpc.org](mailto:tom@jkpc.org) by August 3<sup>rd</sup>.** If you have any questions, please contact Rev. Tom Houston at the church (330-494-9479) or via email ([tom@jkpc.org](mailto:tom@jkpc.org)) for more information.