



Interim Director of Children's Ministry

Part-Time, Average of 24 Hours

About Black Mountain Presbyterian Church

Black Mountain Presbyterian Church (PCUSA) is a vibrant community of faith in Black Mountain, North Carolina and beyond. It has a rich history of supporting local and global missions and nurturing people of all ages in fellowship and faith formation. Founded in the heart of Black Mountain in 1908, BMPC is a growing congregation that welcomes all to participate fully in the life of the church.

Position Summary

The Interim Director of Children's Ministries (Part-Time), with the support of the Christian Education Ministry Team, is responsible for providing educational opportunities to Elementary Aged Children (Kindergarten through 5th grade) designed to increase knowledge and understanding of the Word of God and the life of teaching of Jesus Christ; and to encourage the practice of this knowledge and understanding of our lives as Christians.

Reports To: Pastor/Head of Staff

Responsibilities:

- Coordinating and resourcing Church School programs for K-5, providing chosen curriculum, and the training and support of the teachers/leaders
- Participate in the planning and coordinating of seasonal worship and events (i.e. Family Game Night, Advent Carol & Singing, the Children and Family Christmas Service, and others as needed)
- Supporting intergenerational Wednesday evening "Family Around the Table" gatherings
- Plan, coordinate and lead "Time with Children" during Eleven O'clock worship service
- Maintain inventory of supplies needed for regular and special programming according to budget and program priorities
- Staying aware of the activities of BMPC by attending Christian Education Ministry Team meetings, staff meetings, and as needed session meetings
- Provide a warm and welcoming environment for children of all ages
- Develop strong one-on-one relationships with children and their families, so as to nurture and mentor them in Christian faith.
- Adhere to BMPC Child Protection Policy and maintain accurate records with regards to children's ministry
- Understand and actively support the theological identity of BMPC as articulated in our current Mission Study



Requirements:

- Bachelor's degree in Christian Education, Education or equivalent preferred
- Demonstrated leadership skills
- A deep love for working with children
- Minimum of three years' experience working with children

Skills & Attributes:

- Ability to plan, organize, and coordinate multiple programs and projects
- Strong attention to detail
- Excellent relationship=building, listening, and collaboration skills
- High degree of professionalism, integrity, and warmth
- Self-directed with ability to learn quickly
- Ability to maintain confidentiality concerning financial contributions, pastoral care, counseling, and any information about members or friends of the church received directly or indirectly
- General knowledge of data management systems and social media
- Integrate musical storytelling and teach the songs of our faith, preferred

Compensation:

Salary commensurate with experience and education. BMPC is an equal opportunity employer.

How to Apply:

Please send resume and cover letter to Reverend Mary Katherine Robinson, Pastor and Head of Staff (MK@bmpcnc.org), with the subject line "Interim Children's Ministry." No phone calls, please.