

**Job Title:** Children's Ministry Director

**Salary:** \$36,000 or based on qualification

**Reports to:** Lead Pastor

**Employment Type:** Full-Time

**Location:** Maplewood, Minnesota

### **Job Summary:**

Saint Paul Hmong Alliance Church is seeking a full-time 40 hours per week position for a Children's Ministry Director. The individual must be passionate about guiding children (birth through 5th grade) and their families and leading a relational and vibrant ministry pointing children to Jesus Christ. This person will oversee weekly Bible-based programming, recruit and disciple volunteers, foster strong partnerships with parents, and coordinate engaging events that bring families together in faith and fun.

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### **Key Responsibilities:**

#### **Weekly Ministry Duties**

- Develop and deliver age-appropriate, biblically sound lessons that engage children and point them to Jesus.
- Create a safe and fun environment for children during Sunday services and mid-week gatherings.
- Implement engaging worship, small group activities, and creative storytelling that capture kids' attention and hearts.
- Attend weekly staff meetings to ensure constant collaboration opportunities and staff updates.

#### **Volunteer Leadership**

- Recruit, train, and equip a dynamic team of volunteers for all areas of Children's Ministry.
- Build strong relationships with volunteers, providing encouragement, recognition, and spiritual support.
- Create leadership opportunities and a team culture rooted in service, joy, and discipleship making.

## **Parent & Family Engagement**

- Cultivate strong, meaningful relationships with parents as partners in their child's spiritual growth.
- Communicate regularly with parents about what their children are learning and how they can apply it at home.
- Provide resources and workshops to empower parents to lead their children spiritually.

## **Event Planning & Outreach**

- Plan and lead fun, faith-filled events for children and families (e.g., Family Nights, VBS, seasonal celebrations).
- Coordinate outreach opportunities that invite new families and help children live out their faith.
- Collaborate with other ministry teams to integrate children into the life of the church.

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## **Minimum Qualifications:**

- High school diploma.
- 2 years of experience working directly with children in a church or ministry setting.
- Strong leadership, communication, and organizational skills.
- Heart for discipleship and relationship-building with children, parents, and volunteers.
- Ability to work independently and collaboratively with staff and church ministries.
- Must pass a background check.
- Ability to lift 50 pounds.

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## **Desirable Qualifications:**

- Bachelor's degree (4 years) in related field.
- Experience with curriculum selection or writing.
- Skills in event coordination, administration, or creative arts (music, drama)
- Bilingual abilities or experience with diverse communities.

Children's Ministry Director position requires the applicant to be a Saint Paul Hmong Alliance Church member or become a member after accepting the position. Submit application to the lead pastor: [xhtxawjriam@sphac.org](mailto:xhtxawjriam@sphac.org) or secretary Txawj Suav Thoj: [shothao@yahoo.com](mailto:shothao@yahoo.com)

### **Compensation Package**

We offer full medical benefits.