

Organization Description:

Lincoln Road Chapel (LRC) is a Christian church with English and Mandarin congregations located in Waterloo Ontario and is a member of the Vision Ministries Canada association of churches. At LRC our mission is to Love God, Serve **People and Make Disciples who will continue Jesus' mission**. Our vision is to be a thriving community of Christ-followers for the growth of the Kingdom of God in Waterloo region and around the world. [www.lrc.church](http://www.lrc.church)

Position Summary:

We seek a part-time Children's Ministry Director to coordinate the Sunday programming for children from birth to grade 5. This leader will work as a member of the NextGen team led by the NextGen Pastor, who is responsible for the overall Vision, Direction and Leadership.

Job Title: **Children's Ministry Director**  
Reports to: NextGen Pastor  
Classification: Part-time internship or employment; 1 year contract with option to renew; 16 hours per week; probationary period required  
Remuneration: Wages established by Leadership Team and reviewed annually

Job Duties:

Note: a complete list of job duties may be found on the job descriptions located at [www.lrc.church](http://www.lrc.church)

Program

- Program and ensure execution of all Sunday morning programming for infants to Gr.5
- Support and resource **Children's** Ministry volunteers including teachers and small group leaders in their roles
- Participate as a **Children's** Ministry teacher and/or small group leader as appropriate

Leadership

- Assist in training, mentoring and developing leaders from both English and Mandarin congregations

Administration

- Oversee **Children's** Ministry Sunday attendance systems to ensure accuracy
- Ensure compliance with Plan to Protect Guidelines
- Manage expenses within budget and spending guidelines
- Adhere to the policy and procedures of LRC and agree with **LRC's** Core Values and Beliefs

Personal Requirements

- A person with deep love for Jesus Christ and His people
- A person who has faithful commitment to prayer and the Word of God
- A person with a disciplined work ethic and thrives in a team based environment
- A person of integrity who has a good reputation with those inside and outside the church
- A person who self-manages their personal spiritual growth and ministry objectives
- A person with self-awareness who can build teams that will compliment their gifts

Education/Experience

- One year of Bible college training or equivalent (minimum)

- Three years' experience in **Children's** Ministry (volunteer or employment)

#### Skills and Abilities

- Proficient computer and technology skills
- Strong written and verbal communication skills
- Proven ability and passion to lead children and families
- Ability to connect relationally with parents, children and staff
- Proven ability to effectively build and lead teams
- Cross cultural sensitivity and experience

#### Working Environment:

This position requires manual dexterity to perform a variety of routine physical activities (i.e. standing, sitting, walking and light lifting, participating in activities with children).

Hours for this position (16 in total) include Sunday morning (approx. 3 hours) with remaining hours (approx. 13 hours) to be fulfilled at the church during regular office hours (days and time to be determined with supervisor)

To apply:

Visit [www.lrc.church](http://www.lrc.church) to view the Job Description.

Send cover letter and resume by email to [employment@lrc.church](mailto:employment@lrc.church) or by mail to:

Lincoln Road Chapel  
145 Lincoln Road  
Waterloo, ON N2J 2N8

Application Deadline: July 31, 2018

Lincoln Road Chapel welcomes and encourage applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

We thank all applicants for their interest but only candidates being considered for interviews will be contacted.