

Director of Children's Ministries and Special Events
[First Presbyterian Church, St. Petersburg, Florida](#)

Qualified applicants should send a resume with cover letter to hire@fpc-stpete.org.

Mission

To support the mission of First Presbyterian Church by providing coordination and leadership for children's Christian education programs.

Primary Responsibilities

1. Oversee Christian Education programs and other activities for children (3 years through 5th grade) on Sundays, Wednesday evenings as scheduled and at other times as needed.
2. Serve as staff resource for the Children's Ministry Advisory Team, Christian Education Committee, Day School Council and MOPS (Mothers of Preschoolers) Steering Committee.
3. Recruit and schedule volunteers to work with children in teaching and leadership roles.
4. Develop and facilitate training for volunteers associated with Children's ministry.
5. In coordination with the Fellowship Committee, plan and execute special events to include but not limited to:
 - Messy Church
 - Trunk or Treat
 - Live Nativity
 - Carols Around the Table
 - Eggstravaganza
6. Submit detailed activity reports monthly to the Christian Education Committee.
7. Attend monthly Christian Education Committee meeting and weekly church staff meeting.
8. Adhere to and enforce FPC Child Protection Policy.
9. Perform other duties and responsibilities as assigned by the Head of Staff.

Required Skills and Talents

- Bachelor's degree.
- # of years' experience working with children and youth in a church setting, preferably in an educational role.

Compensation and Work Schedule:

- This is a part-time (+/- 20 hours per week) position.
- \$20.00 per hour, paid semi-monthly.
- Reports to the Head of Staff.