

Hawkwood Baptist Church in Calgary, Alberta is looking to hire a **Children’s Ministry Director** to start early to mid-August 2021 at 18 hours per week. For more information about our church, please see our website at www.hawkwood.ca.

Objective:

The Children’s Ministry Director will collaborate with the HBC pastoral and ministry team to build and lead a strong, dynamic, and growing family-oriented mentoring ministry focused on reaching children and families with the love of Jesus and turning them into vibrant disciple-making disciples. This ministry is a central component in the growth strategy of the overall ministry of Hawkwood Baptist Church.

Key Competencies:

- Passionate about faith and relationship with Jesus Christ
- Passionate about children and their families and sharing Jesus with them
- Spiritually mature and shows evidence of personal spiritual formation
- An independent worker, self-motivated, self-directed, dependable and enthusiastic
- A team player, works well with others and builds relationships
- Comfort working in a multi-cultural environment

Core Responsibilities:

The Director of Children’s Ministry will be responsible for the implementation, development and maintenance of all children’s ministries at Hawkwood Baptist Church. Responsibilities:

- Children’s Education (*Sunday School on Sunday mornings*)
- Coordinate Nursery Ministry and schedule
- Develop a team of volunteers to assist with weekly Sunday School (Nursery through Grade 6)
- Ensure all volunteers have a police check (*Plan to Protect*)
- Administrative duties including regular updates to the Senior Pastor, attending staff meetings & monthly Ministry Council meetings, strategic planning, budgeting, purchasing and distribution of curriculum to various program leaders
- Regular contact with team leaders and volunteers providing information and encouragement
- Build, train and mentor a Children’s Ministry team to help accomplish the Vision of Hawkwood Baptist Church
- Oversee tween ministry activities
- Oversee summer VBS program
- Adapt these duties to digital delivery in response to current Covid-19 realities
- Apply for Canada Summer Jobs grant and oversee summer interns
- Possible restart/oversight of AWANA program (*increase of up to 25 total work hrs/week*)

Applicant must be at least 18 years of age, in agreement with our church Statement of Faith and Affirmation of Marriage

<https://files.logoscdn.com/v1/files/45769817/content.pdf?signature=BOcuAtDPw27GBRx7HiTBTaWQals>, baptized by immersion, and be willing to become a church member at HBC. Previous experience and service in church children’s ministry is strongly preferred. Please send resume including at least two personal AND two ministry references to Margaret Landra at hbc@hawkwood.ca no later than **Sunday, July 11, 2021**.