

Children's Ministry Pastor

Full-time: 40 hours per week, salaried position + benefits

Position available immediately

Closing Date: open until position is filled – Please note that this is a 1 year appointment with possibility of renewal/extension

Peace Tower Church is a growing church in the Ottawa downtown area. We are a Christian community of multi-cultural and multi-generational believers who strive to follow the teachings of Jesus Christ, empowered by the Holy Spirit. We are intentional to create an atmosphere of belonging, Honor, and loving our local community sacrificially. We are looking for a candidate who has a passion for cultivating a positive working relationship with the staff, congregation, and surrounding community. This individual will report to the Lead Pastor.

A. General Responsibilities of all Staff

- To honour Christ in word & deed and model a theological, spiritual, and missional lifestyle
- To maintain and model a servant attitude
- Approach ministry with a teachable spirit and a collaborative mindset
- To attend and contribute to weekly staff meetings
- Any other responsibilities the Lead Pastor delegates

B. Main responsibilities

- Oversee all children programs, participants, and volunteers leading children in spiritual growth
- Plan and oversee Sunday kids church, nursery, midweek night, summer programming and special events
- Organize program during special events (Easter, Christmas, and other special services or functions)
- Create and develop opportunities for families to be equipped as they disciple their children
- Train and support volunteer leaders as they disciple children
- Provide pastoral care and support to children, parents and family units in collaboration with the Lead & Associate Pastors
- Provide support to new and pregnant moms
- Cultivate age-appropriate opportunities for children to grow as disciple-making disciples
- Attend all general church services and functions
- Maintain a strategy for reaching new children and families

peacetowerchurch.ca

CHURCH ADDRESS: 343 BRONSON AVE. OTTAWA, ON. K1R 6J2 | OFFICE #: 613-729-6343

MAILING ADDRESS: PO BOX 35068 WESTGATE, OTTAWA, ON. K1Z 1A2

- Planning and organizing and distributing curriculums for all Children's programs

C. Administrative Duties

- Planning Center, website, newsletters, social media (in conjunction with social media specialist), curriculum, etc
- Organize volunteer scheduling and track vulnerable sector checks for volunteers
- Lead and maintain the Plan To Protect requirements and training for all kids' ministry volunteers

This job description is not meant to be an all-inclusive description of every duty and responsibility that will be required of an employee in this position. Therefore, additional duties may be assigned.

Required Skills

- Ability and desire to disciple children
- Ability to cast vision and to pursue the actualization of that vision
- Ability to implement creative approaches to Children's Ministry
- Ability to learn and use Planning Center Online software
- Excellent organizational, administrative, management, and leadership skills
- Excellent written and oral communication skills.
- Ability to manage multiple priorities effectively within a fast-paced environment through to successful completion.
- Able to work independently and as part of a team.
- Ability to handle and maintain confidential material and information.

Education & Experience Required

- Exhibits a meaningful and growing relationship with Jesus Christ
- Believes that God is working through Peace Tower Church and recognizes that this work is important and deserves our very best
- Bachelor degree from an accredited Bible College is preferred
- In alignment with Peace Tower Church and PAOC doctrinal position
- Strong Biblical and theological knowledge and discernment
- Prior work experience in children/youth/student ministries or Christian Education

Please forward resumes to jimnta@gmail.com

- Only candidates with whom we seek an interview will be contacted
- Applicants accepted for interview must provide an acceptable vulnerable sector police records check as well as professional and personal references.

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