



## Director of Ministry to Children and Families

*Part-time position working with families and children through 5th grade — 25 hours/week*

**Qualifications:** Candidate exhibits a growing Christlike character within all spheres of their life. The applicant shall personally display; Integrity, self-control, humility, joy, compassion, authenticity, and relational. His/her passion for connecting with children and families and equipping them to grow in Christ will be evident. It is paramount that he/she desires to be united in the vision and ministry application of Becker Baptist Church. Applicants must fully affirm Becker Baptist's statement of faith and become a member of the church.

**Responsibilities:** The main responsibility of this position is to passionately help children to know Jesus, make Him known, and connect families to the church. This will be displayed by:

- Equipping parents with resources to help grow their children's spiritual life ·
- Brainstorm and schedule children and family ministry
- Recruit, train, develop, and lead a team of volunteers to teach God's Word, and show God's love on a weekly basis in children and family ministry
- Ensure and follow through with BBC's volunteer screening process and protection procedures
- Work alongside Pastoral staff and the BBC Education Committee ·
- Keep the lead pastor and staff informed of emerging situations
- Set the example of a servant leader committed to growing personally and professionally

On a practical level, BBC Kids has established three main ministry opportunities in which this role will have a direct and tangible impact on: (1) Sunday Morning growth and development (i.e. Children's Church), (2) Vacation Bible School (outreach in the community), and (3) various special events. The Director of Ministry to Children and Families will be responsible for the purchasing of materials, the setup, and being part of the teaching rotation for these three main opportunities.

A secondary practical responsibility is to work with volunteer leaders to help ensure other BBC children's ministry opportunities are aligned with the BBC Kids goals and objectives set forth by this position. These may include Sunday School hour, Outreach programming (Midweek?), etc...

**Allocation of Hours:** Much of the work to be done for the Director of Ministry to Children and Families will be the facilitation of volunteers, coordinating materials, and planning for BBC Kids programming. Much of this is office work and the Director of Ministry to Children and Families will need to establish office working hours. Ideally at least 12 of these hours will be Tuesday-Friday in the BBC office. This will be further discussed upon the terms of employment.

**Compensation and Benefits:** The compensation will range between \$22,000-\$24,000/yr and will be further discussed upon terms of employment. As a part-time position, there are no benefits and vacation time will be addressed upon terms of employment.

**Work/Education Requirements:**

- Experience in Children and Family Ministry fields or other related fields is a plus

**To Apply:**

Open until filled. Applications will be reviewed upon receipt. This position is open until filled. Pick up application from <https://www.beckerbaptist.org/job-postings/> · Complete and return the following to [office@beckerbaptist.org](mailto:office@beckerbaptist.org):

- Typed cover letter
- Current resume
- Employment application and “More about me” questionnaire (pages 3-7 below)
- Any written references you may have



**Becker Baptist Church**  
11951 Hancock Street, Becker, MN 55308  
office@beckerbaptist.org  
beckerbaptist.org  
763.261.4202

## Employment Application

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First Middle*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_

*City State ZIP Code*

Phone: \_\_\_\_\_ Land or Mobile (circle) Email \_\_\_\_\_

Date Available: \_\_\_\_\_ Social Security No.: \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Are you 18 years of age or older? YES NO Date of birth: \_\_\_\_\_

Driver's license # / Issuing state: \_\_\_\_\_

Have you ever been convicted of a crime? YES NO

If yes, explain: \_\_\_\_\_

## Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO Diploma: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO Degree: \_\_\_\_\_

## References

*Please list three professional references.*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

## Previous Employment

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
 Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_  
 Responsibilities: \_\_\_\_\_  
 From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
 May we contact your previous supervisor for a reference? YES NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
 Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_  
 Responsibilities: \_\_\_\_\_  
 From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
 May we contact your previous supervisor for a reference? YES NO

**Military Service**

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
 Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_  
 If other than honorable, explain: \_\_\_\_\_

**In Case of Emergency, Notify:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**Disclaimer and Signature**

*I certify that my answers are true and complete to the best of my knowledge.  
 If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Criminal Background Investigation Authorization

*I authorize Becker Baptist Church, First Advantage and their agents to investigate my background as it pertains to employment considerations. The investigation encompasses information contained in public records, including any criminal records. I release all persons, companies, or corporations furnishing such information from liability and responsibility.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**More About Me (print your full name):** \_\_\_\_\_

My Faith Journey:

My background and current involvement in churches:

Here is what I understand Children and Family ministry to be all about:

Here are my interests and passions that draw me to this role:

Here is what qualifies me for the role I am applying for:

Here is an experience I have had at recruiting, training and supervising volunteers:

I have demonstrated abilities to form and manage individuals and to work with teams in these ways:

Here is something interesting about me that you may like to know: