

# Job Description

<b>Job Title:</b>	Children & Youth Ministries Director
<b>Education &amp; Experience:</b>	Bachelor's degree in education, religion, theology, or related field preferred, or equivalent ministry experience. Candidates actively pursuing a degree will also be considered
<b>Reports to:</b>	Pastor of Chain of Lakes Church
<b>Location of Work:</b>	Blaine, MN, onsite
<b>Work Schedule &amp; Hours:</b>	Flexible 30-hour workweek, including onsite Sunday mornings and Wednesday evenings during the school year, with additional weekday hours for meetings, planning, communication, and volunteer support
<b>Performance Reviews:</b>	90-day review, annual review
<b>Job Summary:</b>	To lead and grow engaging children's and youth ministries that build faith, strengthen relationships, and connect families within the church and community
<b>Salary</b>	Negotiable

## Key Responsibilities

1. In partnership with volunteers and staff, develop, promote, and enhance existing ministries with children & youth
2. Recruit, train, and support children and youth ministries volunteers
3. Oversee and collaborate with the part-time Nursery Coordinator and/or nursery volunteers
4. In partnership with volunteers and staff, select children and youth curriculum, including midweek and summer programming materials
5. Provide clear, timely communication with congregation and families regarding children and youth ministries
6. Ensure all volunteers adhere to the church's policies regarding safety and security for children and youth
7. Coordinate special community events (such as Easter egg hunt & trunk-or-treat) that welcome and engage families
8. Develop and implement outreach strategies to attract and connect with children and youth in the surrounding community

## Personal Attributes

- Vital, growing relationship to God
- Passion for spiritual development of children and youth
- Commitment to ongoing personal and professional growth in ministry leadership
- Strong organizational and volunteer development skills
- Clear, effective communicator who listens well and possesses excellent people skills
- Welcoming and supportive of families from diverse backgrounds and family structures in alignment with the congregation's values

## Job Requirements

- Knowledge of and/or experience in a Reformed or Protestant background
- Proficiency with common productivity tools (Microsoft Office and Google Workspace)
- Familiarity with social media platforms and mobile software apps
- Valid Driver's License and approved background check
- Commitment to the Purpose Statement, Core Values, and overall ministry of Chain of Lakes Church

To apply send a cover letter and resume to [pastor@colpres.org](mailto:pastor@colpres.org)  
Deadline to apply is Friday April 24, 2026