

First United Methodist Church of Ponca City, Oklahoma

Children's Ministry Director

Part-time

15 hours per week

\$12-14 per hour depending on qualifications

Will plan for and oversee all Children's Sunday School classes, teachers, volunteers, Children's Moments during Sunday services, and Wednesday night special programs using the Safe Sanctuary policy and direction from the pastor when given. Provide and create lessons suitable for ages Pre-K through 5th grade as needed. Plan and purchase any supplies necessary and store and clean up after activities. Prepare church worship bags. Prepare annual children's education budget and keep track of all expenditures working with the Financial Business Manager. Maintain in an organized manner the Children's Ministry office with supplies at the ready. Coordinate activities with Pastor and attend staff meetings. Track hours worked and maintain dress code per the context of the staff position as determined by the pastor.

Person should be of devout Christian faith with a personal relationship with God, should be attentive to prayer and scripture, and devoted to the nurture, care, and safety of children. A preference towards Wesleyan-Arminian theology is a plus.

Interested persons should contact our pastor, Leon Veazey, at (580) 762-1681, or via email at okchappleon@gmail.com. Subject Field should read "Children's Ministry Position."