

## **Ministry Description**

### **Children's Ministry Team Leader**

#### **GENERAL RESPONSIBILITY**

The Children's Ministry Team leader is responsible to form, guide, and equip the Children's Ministry Team to work as a healthy team in carrying out the mission of discipling children as a part of the ministry of this church.

#### **CHILDREN'S MINISTRY TEAM**

- The Children's Ministry Team (CMT) is responsible for strategic planning for all the church's ministries to children. There will be no children's ministries that operate as "silos" separate from the Children's Ministry Team.
- Each member of the Children's Ministry Team will be called to and personally involved in ministry with children. A person who is not actively involved in ministry with children may be called upon as an advisor or coach for the team, but will not be a member of the team.
- The Children's Ministry Team will have freedom to decide how best to carry out the ministry to disciple children within the values and vision of the church as defined by the governing board. Programming and scheduling decisions that affect other ministries will be made in collaboration with the leaders of the ministries that are affected.
- Rather than asking, "How can we fully staff all our present programs?" the team will be guided by the question, "How can we best disciple children?" The team will be guided by the "less is more" principle: A few ministries done with excellence by people who are called to minister to children will be more effective than more ministries staffed by people who are not called but are filling slots. By having leaders from all aspects of the children's ministry working together as a team, the team has the capacity to streamline the structure of the children's ministry without leaders of present programs feeling such a need to protect the existing structures.
- The CMT is considered a core ministry of this church. This means that while there is great freedom to experiment with how to do ministry, a certain level of dependability, consistency, and quality is required. If the performance of the team or leader falls below an acceptable level, it is the responsibility of the coach to step in to suggest needed improvements. In most cases, with the support of the coach, the needed improvements will be made. If the CMT leader is unable or unwilling to make the required improvements, the leader will be asked to step aside from leading the team so a new leader can be appointed.

- As helpful, the CMT will have subteams. These subteams can be for specific programs (such as children's church or a midweek children's program) or an age group (such as the Nursery Team). The leaders of the subteams will be members of the Children's Ministry Team.

## **SPECIFIC RESPONSIBILITIES OF THE LEADER**

- The leader of the CMT is a member of two teams--the church Staff Team and the CMT. The leader's primary loyalty is not to the CMT (the team he/she leads) but to the Staff Team (the team he/she is a member of). It can be a challenge to maintain a higher loyalty to the staff team than to the CMT, but this is absolutely essential for the ministries of the church to operate in such a way that they energize with one another rather than compete with one another by operating out of "silos."
- As a member of the Staff Team, the CMT leader will seek opportunities to break down silos by partnering with other ministries (for example, the Youth Ministry Team, the Worship Team, small groups, etc.). Intergenerational ministry events and service projects are strongly encouraged.
- The leader of the CMT will work closely with his/her coach. This will involve regular one-on-one coaching sessions. Evaluation of the leader's ministry will be a regular part of these coaching sessions rather than there being an annual review. The coach is "on call" to the CMT leader as needed, and is available to meet with the team on request. It is especially helpful for the coach to be present when the team is strategizing major changes in programming or working at implementing paradigm change.
- The leader of the CMT is responsible for the composition of the team. The CMT is a strategic planning group of three to eight members. (Five to seven is ideal.) The CMT leader will choose from among those who have a demonstrated call to work with children people who are dependable, team players, creative, and strategic to serve on this team. If a member of the team becomes undependable or a drain on the team's energy because of negativity, the leader will talk to the team member about the needed changes. If the changes are not made, the leader will remove the person from the team.
- The leader's primary responsibility is not to lead the children's ministries but rather to lead the team that will lead the various children's ministries. The primary measure of success in the Leader's role is not what he or she is accomplishing personally in ministering to children, but in what the rest of the team is accomplishing. Of course, the Leader must be personally involved in ministering to children to model and train others.
- The leader will mentor others in ministering to children using the process of:
  1. I do, you watch.
  2. I do, you help.
  3. You do, I help.
  4. You do, I watch.

An effective leader will be equipping others using this approach and will be training other members of the team to mentor others using this approach.

- The leader will normally chair team meetings which will typically be held at least bimonthly. This includes preparing a written agenda for each meeting using the Ministry Team Meeting Format form.
- The leader will ensure that notes, including Action Steps decided upon, are taken at each meeting, typed, and sent to all team members and the coach shortly after each meeting.
- The leader, together with the coach, will plan and lead an annual team retreat for planning, training, and team building.