

Agape Development Job Description

Title:	Director of Children and Parenting Ministries
Reports to:	Director of Ministry Programs
Internal Interfaces:	Staff, interns
External Interfaces:	Volunteers, supporting entities, neighbors
Mission	Starting with established programs and creatively adapting them to be an excellent educational ministry for a low income urban neighborhood. Create and sustain programming that prepares our neighborhood children and their parents to become Christ-following, independent, community leaders.

Responsibilities:

Parent Ministries- Directly responsible for leading, sustaining, evaluating, etc. these programs

- *Parent Education Nights:* Conduct regular program (roughly monthly) that meets community leadership objectives for parents of the children in our afterschool program
- *One on ones:* Invest in relationships with parents of children in programs through visits

Children's Ministries- Directly responsible for leading, sustaining, evaluating, etc. these programs

- *Children's After School:* Conduct a K-5th afterschool program that meets the Christ-following, independence, and community leadership objectives of the ministry
- *Children's Summer Day Camp:* conduct a weekly summer day camp
- *Preschool Enrichment Group:* conduct a weekly educational play group for children under 5 and their moms that meets the independence objectives

Responsibilities in being the director

- Preparing a complete program plan (logic model) for each department and program
- Prepare and follow a detailed ministry budget
- Conduct Program Evaluations at regular intervals
- Supervise Staff including regular evaluation reviews with regard to the job description.
 - This includes any disciplinary action.
- Providing timely information for administrative and fundraising departments
 - This includes volunteer needs, attendance, outcomes, and qualitative reports

Requirements:

- Bachelor degree
- Must have valid driver's license, a vehicle, and adequate driving record.
- Must have an active relationship with Jesus Christ.
- Must love working with children and parents.
- Must have experience working in education or children's ministry.

Additional Requirement:

At Agape Development, we are a neighborhood centric ministry. Everything we do is targeted to a specific zip code of 77021, and even more specific than that, we target 3 census tracts: 3134, 3135, and 3136. For strategic and spiritual reasons, we feel called to love this particular neighborhood and its neighbors. Because of this specific calling, we ask that all our full-time, direct ministry staff live in the community bounded by Scott St., OST-Griggs, MLK Blvd, and IH-610. We encourage all staff to consider living in our target area in the Old Spanish trail-South Union neighborhood on the edge of Third Ward, and all things being equal, we give preference to candidates who reside or relocate to the neighborhood. We realize this will limit our candidate pool, but we believe God will provide the right employees. We compare it to those called to be missionaries to Peru or China; they move to Peru or China for the sake of relationship, cultural understanding, and aligning our interests with our neighbors.