Director of Children’s Ministry  
Mount Olivet United Methodist Church  
300 Ananias Dare St. Manteo, NC 27954  
www.mountolivetumc.org

“As disciples of Christ, we will passionately follow the leading of the Holy Spirit as we unite to promote and nurture spiritual growth among all God’s children.”

Mount Olivet United Methodist Church, located on the Outer Banks of NC, is seeking an energetic, growing, person of faith to serve God and this community as Director of Children’s Ministry. This person will provide leadership and vision to the Children’s program from Birth to 5th grade. This person will equip and teach our children by introducing, nurturing, and developing their spiritual growth and personal relationship with Our Lord and Savior Jesus Christ. If you are energetic and great at communicating and recruiting volunteers, above average organizational management, and a passion for sharing the word of God with children, we want to hear from you. Hours and compensation offered to the successful candidate will be based on qualifications and experience.

**Essential Functions**

Maintain and direct the vision for MOUMC Children’s Ministry

Manage, plan, and coordinate ministries and mission opportunities for children on Sunday Mornings and at least one evening a week (Faith Friends) to nurture children and strengthen their faith formation

Build relationships with children and families

Recruit parents and volunteers to support the Children’s Ministry program

Work closely with a team of volunteers, children’s ministry team, and staff

Maintain records for Children Ministry programs

Create and/or select curriculum as well as purchase and maintain supplies for Children’s Ministry programs

Create and work with Finance committee on children budget

Be part of various committees in church to share children’s ministry ideas for events like Trunk or Treat and Easter Egg Hunt.

Create and protect a safe place for children by following all Safe Sanctuary policies laid out by Mount Olivet and The North Carolina Annual Conference for all activities, retreats, programs, and events.

Plan and implement a Vacation Bible School during the summer

**Other Requirements**

Assist in Administration office on Monday mornings, all day Thursday and any other time as needed

**Minimum Requirements**

Strong Biblical Christian faith, personal relationship with Jesus Christ, and a call to help children grow in their faith.

AA or BS in Education or religious studies (or equivalent)

Demonstrated leadership and facilitation in children’s ministry skills

Exceptional communication skills and team player

Ability to engage in a warm and caring manner with community and congregation of all ages

Familiar and comfortable with social media and other technologies

21 Years or older

**Candidates**

If you sense God calling you into this role here at Mount Olivet please submit a letter of interest and resume, labeled “Director of Children’s Ministry” attention: Aletia Goudy, Mount Olivet UMC, PO Box 787, Manteo, NC 27954 or via e-mail to [agoudy@mountolivetumc.org](mailto:agoudy@mountolivetumc.org)

Or visit us at: <http://mountolivetumc.org> and follow the links for the Children’s Ministry Director position.

For more information contact Aletia Goudy or Rev. Matt Seals

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