

Title: Director of Children's Ministry
Status: Full-time



Truro Anglican Church exists to celebrate and proclaim the good news of the gospel. To that end, Truro is seeking a full-time **Director of Children's Ministry** to build and lead our ministry to children (birth through 6th grade). This is a foundational season for the ministry. There is real love and goodwill behind what already exists, but the program itself is still developing: it needs structure, a deep bench of trained volunteers, and a consistent yearly rhythm. The right person will bring proven ministry experience, high energy, and the maturity to build a healthy program that helps our children be rooted and established in God's Word, built on the foundation of Jesus Christ.

Key Responsibilities

SUNDAY MORNINGS

- Plan, oversee, and execute Sunday morning welcome, check-in, dynamic programming, and safety for children (birth through 6th grade), across all services.
- Directly supervise The Nest director, the staff member who leads the nursery, as well as The Nest's volunteers and contracted childcare workers, ensuring consistent coverage, quality, and safety across all services.
- Ensure curriculum, classrooms, and volunteer teams are ready and staffed.

VOLUNTEER RECRUITMENT AND LEADERSHIP

- Recruit, train, and retain a substantial volunteer team sufficient to sustain Sunday programming across multiple services and age groups.
- Build a volunteer culture marked by clear expectations, background screening, ongoing communication, and genuine appreciation.
- Identify and develop lay leaders who can take ownership of individual classrooms or age groups over time.

EVENTS AND FAMILY ENGAGEMENT

- Develop and lead events throughout the year that engage both children and their parents, coordinating with the clergy and staff on churchwide events and calendar.
- Build genuine relationships with children and families, so that children are known by name and parents feel supported, not just served.
- Plan and lead an annual Vacation Bible School.

PROGRAM DEVELOPMENT

- Build the infrastructure that a healthy children's ministry needs: curriculum selection, classroom organization, communication systems, and check-in and safety procedures.
- Establish a long-term vision and a repeatable yearly rhythm for children's ministry.

ADMINISTRATION

- Manage the Children's Ministry budget.
 - Ensure compliance with our diocesan background check and safety policies for all staff and volunteers working with children.
 - Report regularly to the Rector on program health, volunteer needs, and any pastoral concerns involving children or families.
-

Position Requirements

- A mature, vibrant Christian faith, with a clear ability to articulate it to others.
 - Several years of experience leading children's ministry, ideally in a growing or mid-to-large-size church.
 - A demonstrated ability to recruit, train, and retain volunteers at scale.
 - High energy and self-starting initiative; comfortable building a program with limited existing infrastructure rather than simply running an established one.
 - Strong organizational, time-management, and communication skills
 - Genuine warmth and pastoral instinct with both children and parents.
 - A respect for and comfort with Anglican theology and liturgical worship, or a genuine willingness to learn it.
 - Successful completion of a background check.
 - Ability to handle confidential information with discretion.
-

Compensation and Benefits

This is a full-time, salaried position with a competitive compensation package, including:

- Health, dental, and vision insurance
 - Paid holidays and PTO
 - Participation in Truro's retirement plan
 - Professional development opportunities
 - A collaborative, mission-driven work environment with a focus on spiritual and personal growth
-

To apply please send a PDF of the following materials to:

Daria Brown, Director of Operations, dbrown@truroanglican.com

1. Cover letter
2. Resumé
3. Spiritual autobiography (your testimony)