

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 (kindergarten through 6th grade), across all services.
- Directly supervise The Nest director, the staff member who leads the nursery and supervises 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.
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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.
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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
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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)