

## **CHILDREN'S DIVISION DIRECTOR**

### **This leader is someone who:**

- Cares deeply about children and connects well with them
- Is passionate about children's Sunday School
- Has good organization skills
- Works well with adults (most of their work will be with adult leaders)
- Is flexible and creative
- Is willing to gain additional knowledge and skills in order to improve the ministry
- Is an encourager and enabler, not just a "doer"
- Recognizes his or her dependence upon God for the success of Sunday School
- Sets a positive example by being an authentic witness of Christ and being fully involved in the ministry of the church.

### **The Division Director will coordinate the assigned children's Sunday School ministry of the church by:**

- Meeting regularly with the Children's Ministry Staff
- Identifying leadership needs and working with the Children's minister in enlistment for those needs
- Attending monthly training meetings with teachers for planning and evaluation
- Being available during Sunday School to determine needs of the assigned departments (supplies, copies, curriculum, etc.)
- Supporting and ministering to leadership through prayer and encouragement
- Greeting visiting children and their families and assist them in locating their classroom
- Recommending actions related to space, curriculum needs, supplies, and other resources as needed
- Assisting leaders with finding classroom subs that meet the requirements of the QSBC Children's Ministry
- Leading and encouraging teachers to participate in ministry to children and their families
- Maintaining active prospect record for the assigned Children's Division

## **PRESCHOOL DIVISION DIRECTOR**

### **This leader is someone who:**

- Cares deeply about children and connects well with them
- Is passionate about children's Sunday School
- Has good organization skills
- Works well with adults (most of their work will be with adult leaders)
- Is flexible and creative
- Is willing to gain additional knowledge and skills in order to improve the ministry
- Is an encourager and enabler, not just a "doer"
- Recognizes his or her dependence upon God for the success of Sunday School
- Sets a positive example by being an authentic witness of Christ and being fully involved in the ministry of the church.

### **The Division Director will coordinate the assigned preschool Sunday School ministry of the church by:**

- Meeting regularly with the Children's Ministry Staff
- Identifying leadership needs and working with the Children's minister in enlistment for those needs
- Attending monthly training meetings with teachers for planning and evaluation
- Being available during Sunday School to determine needs of the assigned departments (supplies, copies, curriculum, etc.)
- Supporting and ministering to leadership through prayer and encouragement
- Greeting visiting children and their families and assist them in locating their classroom
- Recommending actions related to space, curriculum needs, supplies, and other resources as needed
- Assisting leaders with finding classroom subs that meet the requirements of the QSBC Children's Ministry
- Leading and encouraging teachers to participate in ministry to children and their families
- Maintaining active prospect record for the assigned Preschool Division