

**POSITION TITLE: Children's Ministry Pastor/Minister (Full time or Part-time)**

**POSITION SUMMARY:** This position will be part of the Children's Ministry team in leading and managing all spiritual and educational programs and activities related to the Children's Ministry at Chinese Bible Church of Greater Boston (CBCGB) located in Lexington, Massachusetts. He/she will reach children, families, and the broader community with the Gospel and life-transforming Biblical truth. CBCGB's Children's Ministry is an English-speaking program that meets on Sundays, Fridays, including programs such as Awana, Sunday School, VBS, Bible Quizzing, Philly (Special Needs), etc. Currently we are ministering to approximately 130 children on Sundays and 70 children on Fridays. This position reports to the Children's Lead Pastor.

**RESPONSIBILITIES:**

- **Vision and leadership:**
  - Serve, guide, and grow children at CBCGB, pointing them to Christ and spiritually preparing children for their next life stage as youths
  - Provide spiritual leadership and encouragement to the coworker team, serve as a model for coworkers and children
- **Teaching and Preaching:**
  - Preach in Children's worship on Sunday Mornings
  - Work with Children's Ministry team in selection and implementation of Sunday school curriculum
  - Participate in necessary training to coworkers for Sunday school, Friday Awana program, VBS and special events
  - Teach in Sunday school, Friday Awana program, VBS or other educational activities as needed
  - Preach a few times a year to the whole congregation during joint CBCGB services
- **Pastoring and visitations**
  - Offering pastoral care to children and their families and coworkers
  - Conduct regular visitations
- **Communication:**
  - Inform and coordinate with volunteers and parents of Children Ministry to ensure effective and timely communication
  - Communicate with other CBCGB ministries and parents to ensure timely information flow and feedback
- **Administration:**
  - Participate in the Children's Ministry team with developing processes for effective ministry operations
  - Participate in the Children's Ministry team with recruiting and building up children's ministry volunteer team
  - Participate in the Children's Ministry team with managing the Children's Ministry budget

**REQUIREMENTS AND EXPECTATIONS:**

- Must be a Reborn Christian US Citizen or Permanent Resident required
- Have 3 or more years of experience in serving in children's ministry
- Pass National Criminal Background Check
- Exhibit a strong and continually growing personal faith and commitment to Jesus Christ and the Church
- Love children, have Jesus heart for children and exhibit a calling, passion and love for serving children
- Be able to function as a self-starter, with self-discipline, including strong leadership skills and deep organization and administration skills

- Demonstrate strong interpersonal skills with the ability to maintain healthy relationships with children, parents, coworkers, and volunteers
- Follow directions and leadership of Children's Lead Pastor
- Demonstrate proficiency in English (required) and Chinese (Mandarin) language (preferred) for verbal and written communication
- Master's degree from a seminary

**GENERAL EXPECTATIONS FOR ALL EMPLOYEES AT CBCGB:**

- Demonstrate a servant attitude towards God, leaders, other team members, the church, and guests
- Demonstrate a desire and ability to work as a team and cooperate with others to meet stated goals
- Be punctual and attend all required events and activities
- Solve and resolve problems in a resourceful, collaborative, kind, Christ-like manner
- Agree to abide by doctrinal tenets and values of the church as described in the bylaws, mission statement, vision statement, statement of faith

**PREFERRED QUALIFICATIONS:**

- Demonstrate an understanding of native Chinese and Chinese-American cultures
- Demonstrate proficiency in the use of Google Workspace and/or Microsoft Office programs or equivalent

**CONTACT:** Send resume and cover letter to [jobs.childrens@cbcgb.org](mailto:jobs.childrens@cbcgb.org)

[www.cbcgb.org](http://www.cbcgb.org)

CHINESE BIBLE CHURCH OF GREATER BOSTON (CBCGB)

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