

**First Presbyterian Church, EPC
Corinth, MS**

JOB POSTING

Director of Children's Ministries & Communications

First Presbyterian Church is seeking a **Director of Children's Ministries & Communications** to lead ministry for children (**birth–6th grade**) and assist with church-wide communications.

- Provide leadership and oversight for **Children's Ministry (birth–6th grade)**
- Plan and coordinate **children's programs, events, and activities**
- Recruit, train, and support **children's ministry volunteers and nursery staff**
- Build relationships with **children, families, and volunteers**
- Select and implement **biblically faithful curriculum**
- Ensure adherence to the church's **Child Protection Policy**
- Assist with **weekly church communications (email newsletters, announcements)**
- Help manage **website updates and social media platforms**
- Create or assist with **promotion for church events and ministries**
- Support the church's mission to **make disciples and serve the community**

Position Details

- **Full-time, salaried**
- Reports to the **Senior Pastor**

Education & Experience

- Bachelor's degree preferred (ministry, education, or related field).
- 2+ years experience in children's ministry or related work preferred.
- Demonstrated leadership and organizational skills.

To apply: Send cover letter and résumé to jobs@fpccorinth.org
For more information contact **Rev. Waring Porter (662-286-6638)**.

First Presbyterian Church, EPC
Corinth, MS
Job Description

Title: Director of Children’s Ministries & Communications
Status: Full-Time, Salaried
Reports To: Senior Pastor

Purpose

The Director of Children’s Ministries & Communications oversees and leads the Children’s Ministry of First Presbyterian Church (Birth through 6th Grade) while also providing strategic leadership for church-wide communications.

This individual seeks to cultivate a gospel-centered, safe, and vibrant ministry that partners with parents in teaching children to **“Be Disciples... Make Disciples.”** Additionally, this role ensures that the message, mission, and ministries of First Presbyterian Church are clearly and consistently communicated both within the congregation and to the broader community.

The Director works collaboratively with parents, church staff, elders, and the community while modeling a vibrant and growing personal relationship with Jesus Christ.

I. Spiritual Leadership

The Director will:

- Demonstrate a growing and mature faith in Jesus Christ.
 - Maintain an active prayer life and personal devotional practice.
 - Depend upon God’s grace and exhibit Christ-like character in personal relationships and leadership.
 - Affirm and support the theology, vision, and mission of First Presbyterian Church and the EPC.
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II. General Duties & Responsibilities

- Provide visionary leadership and oversight for Children’s Ministry (Birth–6th grade).
 - Develop and oversee a coordinated church communications strategy.
 - Work in coordination with the Director of Discipleship and other staff to implement ministry strategies consistent with the church’s mission: **“To Be Disciples... To Make Disciples.”**
 - Meet regularly with the Senior Pastor for planning, vision alignment, and accountability.
 - Attend weekly staff meetings and Session meetings (as requested).
 - Collaborate with the Christian Education Committee.
 - Participate in staff retreats, officer retreats, and church planning initiatives.
 - Manage and steward both Children’s Ministry and Communications budgets.
 - Perform additional duties as necessary to support the mission and ministries of the church.
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III. Major Responsibilities

A. Children's Ministry (Birth–6th Grade)

Programming & Oversight

- Oversee all children's programming including:
 - Nursery
 - Children's Church
 - KidQuest
 - Summer programming
 - Special events*(Excludes Sunday School unless otherwise specified.)*
- Pray regularly for children, families, and volunteers.
- Evaluate, select, and implement biblically faithful curriculum.
- Maintain organized scheduling and clear communication systems.

Volunteer & Staff Leadership

- Recruit, train, equip, and supervise Children's Ministry volunteers.
- Hire, train, and supervise nursery/childcare staff.
- Ensure strict adherence to the FPC Child Protection Policy.
- Maintain appropriate ministry boundaries.

Relational Ministry

- Know children and their families; maintain accurate records.
 - Provide timely and intentional follow-up with first-time guests.
 - Create engaging and inviting children's events that serve participating families, FPC families not yet regularly involved, and children from the broader community.
 - Provide member care support for children and families, keeping the Pastor informed of pastoral needs.
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B. Communications Leadership

Vision & Strategy

- Develop and implement a unified church communications strategy aligned with the church's mission and priorities.
- Ensure consistent messaging, branding, and clarity across all communication platforms.

Digital & Print Communications

- Oversee and manage:
 - Church website content and updates; Weekly email newsletters
 - Social media platforms
 - Event promotion materials; Printed publications and signage
- Create or oversee the creation of compelling visual and written content.

Internal Communication

- Coordinate ministry calendars and event promotion.
- Ensure timely dissemination of information to congregation and leadership.
- Support staff and ministry leaders in communicating events and initiatives effectively.

External Engagement

- Strengthen FPC's visibility in the Corinth community.
 - Communicate clearly to visitors and prospective families about church ministries and values.
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IV. Qualifications & Abilities

- Deep and growing relationship with Jesus Christ.
- Passion for discipling children and partnering with families.
- Affirmation of the EPC Essentials of the Faith.
- Strong knowledge of Scripture, Reformed theology, and Presbyterian polity.
- Excellent written and verbal communication skills.
- Organizational and administrative strength.
- Ability to lead volunteers and manage multiple projects simultaneously.
- Experience with digital communication platforms preferred.
- Creative thinker with attention to detail and consistency.

Education & Experience

- Bachelor's degree preferred (ministry, education, or related field).
- 2+ years experience in children's ministry or related work preferred.
- Demonstrated leadership and organizational skills.