

CHRISTIAN EDUCATION DIRECTOR

The Christian education director is responsible for planning, implementing and overseeing the Christian education program of the church.

Ministry Area/Department	General staff/administration
Position	Christian education director
Accountable To	Pastor
Ministry Target	Sunday School/church in general
Position Is	Volunteer (with potential of becoming paid staff)
Position May Be Filled By	Church member
Minimum Maturity Level	Stable, maturing Christian
Spiritual Gifts	Administration • Exhortation • Teaching
Talents or Abilities Desired	Good organizational and planning skills • Good communicator
Best Personality Traits	Dependable • Leader
Passion For	Equipping the saints for ministry • Seeing people grow through studying God's Word
Length of Service Commitment	One year minimum

ANTICIPATED TIME COMMITMENTS

1. **Doing ministry/preparing for ministry:** four hours each week
2. **Participating in meetings/training:** one hour minimum a month

RESPONSIBILITIES/DUTIES

1. Plan and implement the Christian education program.
2. Establish curricula.
3. Order curricula and supplies needed for teaching.
4. Recruit teachers.
5. Plan and conduct meetings, seminars and activities to train teachers.
6. Schedule special seminars or classes for specific group needs (divorce care, parenting, finances, marriage enrichment, etc.).

