

Children's Pastor – Job Description

(Part-Time)

Living Word Assembly of God – Toronto, Ontario

Affiliated with the Pentecostal Assemblies of Canada

Position Overview

The Children's Pastor provides spiritual leadership, pastoral care, and administrative oversight for the children's ministry (Babies to Grade 7). This role ensures that children are disciplined in a safe, engaging, experiential and Spirit-empowered environment. The position will be a part-time role with the potential to become full-time.

Position Title: Children's Pastor (Babies to Grade 7)

Location: Living Word A/G, 139 Millwick Dr, Toronto, Ontario

Job Type: Part-Time (25 hours per week)

Reports To: Lead Pastor

Salary: Competitive salary (Details to be discussed during interview)

Key Responsibilities

1. Ministry Leadership & Vision

- Develop and articulate a Spirit-led vision for children's ministry aligned with the mission, values, and doctrinal standards of Living Word A/G and PAOC.
- Establish a children's program that institutes biblical teaching and encourages first-hand experience with God.
- Oversee weekly children's programs (Sunday services, mid-week activities, seasonal events).
- Implement age-appropriate discipleship pathways that encourage children to know, love, and follow Jesus.
- Provide pastoral care to children and families as needed.
- Assist with additional ministrations and pastoral responsibilities in the main church as directed by Lead Pastor.

2. Volunteer Recruitment & Development

- Recruit, screen, train, and schedule volunteers in accordance with abuse prevention principles or equivalent church safety policies.
- Provide ongoing encouragement, coaching, and team-building opportunities for volunteers.
- Foster a culture where volunteers feel valued and well-equipped to minister effectively.

3. Administration & Operations

- Oversee curriculum selection and teaching materials.
- Manage ministry budgets in cooperation with pastoral leadership.
- Maintain accurate attendance, records, and communication systems with parents and volunteers.
- Ensure all ministry settings meet PAOC and local church policies regarding safety, supervision, and risk management.

4. Communication & Collaboration

- Communicate effectively with pastoral staff, parents, and volunteers.
- Work collaboratively with other ministry departments (youth, worship, outreach, etc.) to align family ministries.
- Provide ministry updates and strategic plans to the Lead Pastor or Board when requested.

5. Special Events & Outreach

- Plan and lead special seasonal events such as VBS, Christmas programs, family events, and community outreach.
- Develop opportunities for children to engage in missional activities and support PAOC and local church mission initiatives.

Qualifications

Education and Experience

- Bachelor's degree or College diploma in theology or related field preferred.
- Experience in pastoral ministry or children's ministry leadership is preferred.
- Demonstrated ability to provide pastoral care and shepherding for children.
- Alignment with PAOC Statement of Essential Truths and willingness to hold PAOC credentials (or pursuing them).

Skills and Competencies

- A committed follower of Jesus Christ with a clear calling to children's ministry.
- Strong interpersonal and communication skills to engage with children effectively.
- Ability to plan, organize, and execute ministry programs, events, and retreats.
- Passion for discipleship, pastoral care, and mentoring the next generation.
- Team-oriented, collaborative, and adaptable in a fast-paced church environment.
- A heart for outreach and engaging children in the church community.

- Ability to journey alongside individuals in life, offering guidance, encouragement, and spiritual support.
- Familiarity with Abuse Prevention Principles.
- Familiarity and understanding of both the Canadian and Ghanaian cultures is an asset.
- The ability to take on additional pastoral responsibilities based on gifting (e.g., outreach, family ministry, administration, worship, pastoral care).

Hours & Compensation

This role is **part-time** (25 hrs/week), depending on the needs of the church. Compensation will be commensurate with experience and PAOC guidelines.

Application Process

Interested applicants are invited to submit:

- A cover letter outlining your vision for Children's Ministry, including your approach to ministry.
- A current resume.
- Submit applications to: office@livingwordag.org