



Job Description

Job title	<i>YLD Children Ministry Team Lead</i>
Ministry	<i>Young Life Development (YLD)</i>
Reporting to	<i>YLD Pastoral Lead</i>
Date	<i>August 2025</i>

Location: Richmond Hill, Ontario, Canada

Church Background

Richmond Hill Christian Community Church (RHCCC) is a church building up the whole person, for the whole world with over 40 years of history serving in the Richmond Hill and Greater Toronto Area. Our congregation is over 4,000 people and in three different languages, Cantonese, English and Mandarin.

RHCCC Children's Ministry serves approximately 300 children from newborn to Grade 5. Our Sunday Worship includes both large group and small group formats to engage children in age-appropriate biblical teaching and community. On Friday evenings, we run a Kids Discipleship program that focuses on spiritual growth through God's Word and includes preparation for a musical outreach. During the summer, we host an annual day camp for children in SK to Grade 3 and an overnight camp for those in Grades 4 to 6.

Job Purpose

To inspire children to know and trust Jesus and to lead a passionate team to do the same.

Reporting Structure

This position reports to YLD Pastoral Lead.

Duties and responsibilities

1. Oversee All Children Ministry Programming

- 9AM and 11AM Sunday Worship programming for children from birth to Gr. 5
- Friday evening Kid's Discipleship program
- Children summer camps
- Special Events Programs (Christmas & Good Friday)

2. Volunteer Training and Recruitment

- Provide pastoral care and support to all volunteers
- Actively recruiting volunteers to serve in the Children Ministry

- c) Act as the main point of contact for resolving concerns or issues related to Children Ministry

3. Supervise and Manage All Children Ministry Staff

- a) Lead, mentor, and motivate team members to achieve their goals and perform to the best of their abilities
- b) Conduct team meetings to communicate objectives, share updates, and foster a collaborative environment
- c) Monitor the team's workflows, assigning tasks and managing resources to meet ministry deadlines
- d) Work and collaborate with the YLD Pastor in Charge and YLD deacons to develop, implement, and manage the vision, budget, ministry calendar, and annual plan for children's ministry

4. Parent Partnership

- a) Provide support for the parents and families.

5. Any Other Duties as Assigned

Qualifications & Competencies

Personal Qualifications:

- a) Committed to RHCCC and YLD vision, mission and values and the overall direction of "Family & Church Partnership".
- b) Christ-follower who feels a call by God into missional ministry
- c) Desires to help the congregation, the unchurched, local and global communities encounter and grow in Christ
- d) Demonstrates organizational and leadership skills
- e) Ability to work with people from different cultures/ speak different languages.
- f) Ability to mobilize people and coach teams.
- g) Strong interpersonal and communication skills
- h) Proficiency in English. Fluency in Cantonese and/or Mandarin is an asset.
- i) Willing to be part of RHCCC 3M team and family member, including being a full participant and member of a small group
- j) Mature and growing Christian who has a passion for disciplining children to know Jesus and be life-long followers of Jesus Christ.
- k) Ability to plan strategically and develop programs to meet the spiritual needs of both church and unchurched children.
- l) Highly adaptive and demonstrates the ability to be flexible

Education and Experience Qualifications:

- a) Relevant educational background is preferred
- b) Minimum 2-3 years of experience in the Children's Ministry

General RHCCC qualification:

- (S) Evangelist, Discernment, Exhorter
- (H) Passion for worshipping God, leading people to worship, and creating new experiences of worship for the crowd
- (A) Ability to "think outside the box", creatively reimagine church traditions, adapt with new technology, engaging and effective communicator, stage presence, and resourceful

- (P) Creative, flexible, winning, team player, outgoing and adaptable
- (E) Encounters of life changing worship experience, coaching and developing a team, cast creative vision

Working Conditions

Tuesday to Friday regular office hours, including weekday evenings and weekend responsibilities. Mondays are considered sabbath rest days for pastors. Flexible hours for hospital and home visits to congregants are required. For greater clarity, the successful candidate will be expected to attend to his/her duties on Friday evenings for Youth Fellowship, Sunday Services and such other times required.

Physical requirements

N/A

Direct reports to this position

YLD Program Lead and Ministry Assistant