

Children's Ministry Director Job Advertisement

Updated: September 6, 2026

Do you have a passion for helping children grow in their faith in Jesus Christ? So do we. Emmanuel Alliance Church of Ottawa (EACO) is seeking a Children's Ministry Director to lead, inspire, and discipline our children as they grow in their relationship with Christ and become lifelong followers of Him.

About Our Church

EACO is a church within the Christian & Missionary Alliance (C&MA) denomination with approximately 380 people in weekly attendance. Located in Bells Corners in western Ottawa, Ontario, our church serves Cantonese, Mandarin, and English-speaking congregations. Our vision is to be a vibrant Christian community in Ottawa, committed to transforming people of diverse cultural backgrounds into devoted followers of Christ. Our mission includes worship, discipleship, community service, unity, and evangelism.

About Our Children's Ministry

The EACO Children's Ministry serves children from nursery through Grade 6. We seek to provide a safe, caring, and Christ-centered environment where children can learn God's Word, develop authentic faith, build meaningful friendships, and become active participants in the life of the church. As EACO serves a predominantly Chinese-speaking congregation while welcoming an increasing number of Canadian-born, English-speaking children and families, we desire a Children's Ministry Director who can effectively minister across cultures and generations while helping children develop a strong foundation in Christ.

About the Position

Position Type: Full-time

Accountability: Reports to the Senior Pastor

Compensation: Salary range of \$41,000-\$60,000 based on qualifications and experience

Additional Benefits: Annual paid vacation and paid study leave

Requirements

- Must agree with the C&MA Core Values and Statement of Faith (<https://thealliancecanada.ca/beliefs/>)
- Must engage in the congregational life of EACO
- Must successfully complete a Vulnerable Sector Check
- Must be legally eligible to work in Canada

Qualifications

1. Christian Character

A growing relationship with Jesus Christ and a commitment to living according to biblical principles.

2. Passion for Children's Ministry

A genuine love for children and a desire to help them grow spiritually and develop a lasting faith in Christ. Has experience in Children's Ministry or teaching children in the North American setting.

3. Theological Training

A degree from a recognized seminary, Bible college, or relevant ministry training program is an asset.

4. Biblical Knowledge and Teaching Ability

Ability to communicate biblical truth in an engaging, age-appropriate, and relevant manner, with a solid understanding of Scripture.

5. Leadership and Interpersonal Skills

Strong servant leadership, relational, organizational, and team-building skills, with the ability to recruit, train, mentor, and support teachers and volunteers.

6. Cross-Cultural Ministry Awareness

Ability to serve effectively in a multicultural and multilingual church environment. Mandarin or Cantonese language ability is an asset.

Responsibilities

1. Spiritual Leadership

- Develop and implement a vision for the Children's Ministry that aligns with EACO's mission and values.
- Serve as a spiritual role model for children, volunteers, and families.
- Encourage children's spiritual growth through prayer, biblical teaching, and discipleship.

2. Teaching and Discipleship

- Oversee all Children's programs and special activities (i.e.: Sunday school, Junior Worship, Friday night kids' program, Christmas choir, VBS etc.)

- Develop age-appropriate, Bible-centered curriculum.
- Equip children to understand and apply biblical truths in everyday life.

3. Parent Partnership and Family Ministry

- Build strong relationships with parents and support them in the spiritual development of their children.
- Communicate regularly with families regarding ministry programs and resources.
- Encourage greater family engagement in the life of the church.

4. Volunteer Development and Administration

- Recruit, train, equip, and encourage teachers and volunteers.
- Coordinate schedules, ministry events, and program logistics.
- Manage ministry budgets and resources responsibly.

5. Safety and Collaboration

- Ensure compliance with EACO's child-protection and safety policies.
- Maintain a safe, welcoming, and caring environment for all children.
- Work closely with church leadership and other ministry teams.

This job description outlines the scope of the Children's Ministry Director position but is not an exhaustive list of qualifications, skills, duties, or responsibilities.

Application

- Email the application to: **seek_cmd@eaco.ca**
- Applicants should submit a cover letter, resume (references will be requested later).
- Applicants will be accepted until roles are filled

Applications will be reviewed on a rolling basis until the position is filled. Only select candidates will be contacted

"We will tell the next generation the praiseworthy deeds of the LORD..." **Psalm 78:4**