



# Kid's Ministry Coordinator

Kid's Ministry Coordinator will provide visionary, pastoral and organizational leadership for the developing Kid's Ministry at Eucharist. We recognize that we as a church have experienced dramatic increase in the number of kids attending our services. In order to be responsive to what we see as a growing need, we are creating a 5 hour a week, 6 month contract position with a view to possibly expanding the role over time.

## Requirements

- Fully aligned with the message, mission and values of Eucharist
- Spiritual maturity to represent Eucharist well and to support the growth of a vibrant children's ministry
- Excellent relational skills, balancing the need to connect with parents and kids while ensuring volunteer teams are well organized
- Have the ability to recruit, train and work with volunteers, nurturing consensus and collaboration
- Ability to work independently, multi-task and adapt to constant change
- Solid administrative and organizational skills
- Functional computer skills, and ability to build effective systems. Willingness to learn and work in systems such as Google Drive.
- Experience in a similar role would be an asset

## Responsibilities

- Give oversight to the children's ministry, including developing the volunteer team, cultivating a healthy volunteer culture and creating a welcoming environment for families
- Pray for the volunteers and children in the Kid's program
- Oversee all aspects of volunteer management including recruitment, training, schedules and support
- Provides primary point leadership for the team throughout Sunday services. Anticipates some work times spent at weekly Sunday service
- Manage and implement biblically based curriculum including resourcing all classes with necessary curriculum and supplies within the ministry's budget.
- Ensure all volunteer security clearances are complete and up to date and that there is full compliance to our Plan to Protect Policy
- Facilitate periodic volunteer meetings, elicit ongoing feedback from volunteers, and give oversight to a yearly review and evaluation of the curriculum to ensure it is still meeting our needs.

## How to Apply

Please forward a brief resume and/or description of your interest and experience to:

**Jill at [jill@eucharistchurch.ca](mailto:jill@eucharistchurch.ca) & Kevin at [kevin@eucharistchurch.ca](mailto:kevin@eucharistchurch.ca) before March 3, 2017**

Please also include the names and contact information for 3 references that we can contact.