

FAMILY AND YOUTH MINISTRY COORDINATOR:

St. John's Presbyterian Church
28 Second Street East
Cornwall, ON
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MISSION: To nurture and support St. John's Presbyterian Congregation in their Christian journey.

TERMS OF EMPLOYMENT:

1. 10-12 hours per week during the day, evening and weekends with flexibility for a 50-week contract. Start date is to be negotiated.
2. \$18 per hour
3. Current Vulnerable Sector Police Check
4. First Aid and CPR

General Purpose of Position:

To build disciples for Christ by developing and implementing a comprehensive approach to youth and family ministry (in the areas of group building, worship, discipleship, mission, and outreach) while serving as a spiritual leader and role model.

Organizational Relationship and Supervision:

The Family and Youth Ministry Coordinator (FYMC) reports to the Christian Education Committee and Church Minister for spiritual and ministry guidance. The Christian Education Committee, in cooperation with the Minister, provides an annual evaluation of the FYMC's performance. The FYMC will be responsible and subject to Presbyterian polity and doctrine.

The Primary Task:

There shall be a comprehensive approach to the development and implementation of the family and youth ministry at all levels in all ministry areas of our Church. This comprehensive approach is based on the understanding of the primary task of ministry to:

- encourage families and youth in developing their relationship to God
- provide them with opportunities for nurture and growth
- challenge them to respond to God's call to serve in their communities and world

Responsibilities:

1. Help plan, develop, and implement all aspects of a balanced family and youth ministry in the areas of group building, worship, discipleship, mission, and outreach. We would like to see Presbykids, Presbyteens and a Family Life outreach grow.

2. Mentor youth in developing their leadership skills.
3. Explore Social Justice issues with our families and youth.
4. Be aware of resources for developing the family youth ministry programming
5. Recruit and train volunteers to work with family and youth in all aspects of ministry and ensure adequate volunteer support.
6. Be a liaison between the church and other community organizations, people, and resources that relate to family and youth.
7. Work with our Sunday School Coordinator to coordinate Sunday School curriculum for youth and recruit teachers.
8. Develop a strategic outreach plan for our families, youth and community.
9. Keep records of youth participation and manage the youth ministry budget.
10. Communicate in a timely manner and as effectively as possible using all available resources (email, website, bulletin, newsletter, bulletin board, etc.). Ensure communication with church staff and leadership, parents, and the congregation.
11. Initiate, develop and teach a weekly Sunday School class for our teens.
12. Initiate, help develop and facilitate Contemporary Services on a chosen Sunday(s).
13. Facilitate Vacation Bible School in the Summer.
14. Provide a monthly report to the Christian Education Committee.
15. Ensure that the Child Protection Policy is observed in all youth ministry settings.
16. Attend a Leading with Care seminar when one is offered.

Qualifications and Aptitudes:

1. Embrace Christian Values and Understandings.
2. Must have vision and a demonstrated ability to plan, develop, coordinate, manage and implement a family and youth ministry.
3. Must have excellent written, verbal communication skills, technology skills including social media savvy, and conflict management skills.
4. Must possess a proven ability to work effectively with youth, diverse individuals, and teams of volunteers.

Resumes are to be submitted via email or by mail/in person to the Church office. Only those considered for an interview will be contacted. Should you be successful in obtaining an interview, you will be required to produce 2-3 references. Start date will be negotiated with the successful applicant. To apply or for more information, contact Sarah-Jane Woods, sarah_jwoods@hotmail.com