

Children and Youth Coordinator

Position Overview

The Children and Youth Coordinator is responsible for providing inspirational and encouraging leadership to provide vision and direction for all aspects of children's ministry (nursery/preschool-6th grade). This includes working with Ad Council and recruiting gifted servants to volunteer as partners in team ministry that care for the spiritual growth and well-being of all children (within the church, the community and beyond). This is a part-time position 15-25 hours per month.

Primary Responsibilities include:

1. Responsible for providing a Biblically-based Sunday School program for nursery/preschool-6th grade
2. Recruit 2 adults (over age 18) for both the Nursery and Youth Programs each week (youth volunteers under age 18 may assist the adults in either program)
3. Select appropriate and effective Sunday school educational curriculum, working with Ad Council for budget support and funding of the programs
4. Coordinate and provide inspirational leadership for special programs for children's ministry such as: Easter, Summer, Fall (Back to School), and Christmas season
5. Assist the Youth Group program as needed
6. Record and track attendance of Sunday school classes
7. Attend Ad Council meetings

Qualifications:

1. Available to work weekends as needed and especially Sundays
2. Passion for working with children and youth
3. Comfortable in a team environment and inspire others
4. Experience in Communications, Education, or Seminary
5. Proven creativity skills and ability to coordinate new programs and activities
6. Must pass a drug screen and background check
7. CPR certified (cost will be covered by Galena if not already certified)

Salary: Negotiable

Hours: 15-25 hours per month roughly 5 hours per week (2 hours on Sunday morning + 3 hours to prep/recruit help)

If interested, please contact the Galena United Methodist Church by phone or email at:

galenachurch@gmail.com.

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