

Grantham Mennonite Brethren Church
Employment Posting: Children & Youth Ministry Coordinator (part-time)

The Children and Youth Ministry Coordinator will be responsible for planning and overseeing children and youth programming at Grantham Mennonite Brethren Church (GMBC), reporting to the Lead Co-Pastors. The candidate will implement Grantham's vision and strategy for children's ministry, as well as lead, supervise, and provide resources for children and youth ministry volunteers.

Areas of Responsibility:

1. Children's Ministry

- Lead and oversee the children's Sunday morning learning time. This includes scheduling and connecting with teachers and volunteers, selecting and purchasing curriculum, and providing weekly and monthly continuity for this area of programming
- Participate, coordinate, and schedule volunteers for Sunday Morning Children's Time
- Lead and Coordinate Grantham's summer children programming (e.g., Summer Bible Adventure Week, Theatre Arts Camp, etc.) by recruiting and leading a volunteer team and together selecting and purchasing a curriculum
- Plan monthly activities (integrating older children as helpers)
- Engage children in fundraising activities, scripture memory, and community involvement
- Other related duties as assigned

2. Youth Ministry

- Plan and implement, together with volunteers, a bi-weekly program for Youth that incorporates Bible Studies and events
- In conjunction with the Pastoral Staff and Worship Coordinator, assist with youth involvement in special services such as Christmas Eve and Reign of Christ Sundays
- Other related duties as assigned

3. Administration

- Attend weekly staff meetings on Monday mornings
- Oversee screening of children's ministry volunteers (police checks) in coordination with Office Manager
- Maintain children's ministry policies consistent with GMBC's Safe Place Policy
- Train new children's ministry volunteers and organize an annual training session for regular children's ministry volunteers at the beginning of September
- Assist in carrying out strategic initiatives and policies developed by GMBC

3. Qualifications and Skills:

- Skills and experience working with children in a ministry context
- Skills and/or experience managing volunteers and working in a team environment
- Skills and/or experience coordinating and promoting larger events
- Computer proficiency (adept use of Microsoft Office desktop applications)
- A degree or certificate in church ministry or childhood education is an asset
- Must demonstrate a vibrant faith in Jesus Christ

4. Work Schedule

Hours & Schedule

- 16 hours per week (schedule to be determined with supervisor)
- All GMBC ministry staff are expected to volunteer time to the life and ministry of the church over and above regular working hours, similar to all active members of the congregation

Applicants are to submit their resume with a cover letter to the Grantham MB Church office, or by email to Michael@GranthamChurch.ca