

JUNIOR CHURCH COORDINATOR

The Junior Church (Sunday School) Coordinator position is a part-time contract position of six (6) hours per week. This is a 12 month contract position with the opportunity for extension.

POSITION SUMMARY

This is a part-time contract position in our team with the Lead Minister and other staff including our music director and office administrator. The primary focus of this position will be to develop the current children's ministry with the view of creating a comprehensive program for youth, junior kindergarten to grade 12. Cottam United Church offers Junior Church during regular Sunday services.

PRIMARY RESPONSIBILITIES

- Develop and coordinate the Junior Church (Sunday School) program.
- Recruit, develop and support volunteer teachers.
- Prepare Junior Church Program and instruct either (or both depending on enough volunteers) the junior or senior classes.
- Provide leadership for a Summer Vacation Bible School and a children's Christmas program.
- Develop partnerships with established children and youth programs in the community including with other churches and schools.
- Be a member of Cottam United Churches' Children's Education Committee
- Other duties as required.

REQUIREMENTS/SKILLS

The successful candidate for the Junior Church Coordinator position will possess the following gifts, skills and abilities:

- Strong and mature Christ-centred, Trinitarian personal faith.
- Strong leadership skills that will help empower the members and adherents of Cottam United Church to reach out to the families in our community.
- An organized self-starter who is able to creatively think outside the box.
- Spiritual gifts required to be an effective team player.
- An ability to act upon the decisions of the team and the direction of the congregational leadership.
- A willingness to learn about and understand the United Church of Canada and its role within the Canadian culture context.
- A valid current police clearance is required.
- Musical training would be an asset.

COMPENSATION

Regular hours of employment shall be 6 hours per week. Hourly rate is \$20.00 per hour.