

Children and Youth (Next Generation) Coordinator

To provide leadership to children and youth ministry in alignment with SPL's mission, vision and values.

Summary

The purpose of this interim contract role is to provide leadership to our kids and youth programs with the intent of igniting a lifelong love of Jesus and others among the next generation.

This includes:

- Supporting and empowering healthy teams of volunteers;
- Supporting a KidZone program that creatively invites children into a growing relationship with Jesus.
- Supporting a Youth program that intentionally discipless the next generation

Profile

Role Description: Children & Youth Coordinator

Type of Position: Part-time (20h/week)

Location: On-site minimum 3d/week

Scheduling: Schedule includes Sunday mornings and will vary based on activities. After-hours and weekend work may be expected for some events. Holidays such as Advent, Christmas Eve, and Easter typically include child and youth programming and are part of employees' work schedule.

Reporting: To Executive Director
Liaise with the Ministry Coordinator

Expectations

To support and empower volunteers for KidZone by:

- Collaborating with the ED to develop written descriptions of KidZone volunteer roles;
- Recruiting volunteers to lead KidZone, including clearly communicating expectations;
- Developing and circulating a schedule that routinely provides rest for volunteers;
- Circulating all program materials;
- Coordinating any special speakers, events, for KidZone
- Ensuring KidZone leaders participate in Leading with Care training annually;
- Regularly connecting with volunteers to provide encouragement and share information;
- Facilitating quarterly meetings with KidZone volunteers;
- Participating in monthly leadership meetings and inviting KidZone leaders to do the same.

To support and empower volunteers for Youth by:

- Developing options for connecting with youth that support discipleship in community;
- Recruiting volunteers to foster relationships with teens and offer discipleship;

- Circulating all program materials;
- Coordinating any special speakers or events youth;
- Ensuring Youth leaders participate in Leading with Care training annually;
- Regularly connecting with volunteers to provide encouragement and share information;
- Facilitating quarterly meetings with Youth volunteers;
- Participating in monthly leadership meetings and inviting Youth leaders to do the same.

To **facilitate special events for the next generation**, including:

- Coordinating, with a team of volunteers, the annual SPL summer camp for kids K-Gr. 5
- Organizing special events (i.e. retreats) for youth

To **facilitate communications** with and for the next generation by:

- Working with the Ministry Coordinator to appropriately engage parents/guardians and teens online
- Considering new platforms for engaging teens

Profile

- Resonates with SPL's values of Jesus-centred, prayerful, authentic, and all-in;
- Genuinely loves teens and kids;
- Proactive;
- Thrives working with teams and can develop and lead them;
- Teachable with a willingness to receive feedback for growth;
- Follows-through on commitments, schedules, and deadlines;
- Is willing to take on additional responsibilities as needed.

Qualifications and Experience

- Post-secondary education;
- Strong organizational skills;
- Experience in leading volunteer teams, especially in a youth/kids context, is a plus.

To apply, please send your resumé to our office: reception@saintpauls.ca.