

Youth Director at Grace CRC Church
Job Posting for Maternity Leave Coverage

Who we are:

Grace Church Youth and Children Ministries are small but mighty ministries that work hard to support kids in their growing relationship with God. Not only are these ministries strongly supported by the volunteers that participate in them, but also by the entire congregation. There is a real heart for children and youth here at Grace and that is reflected through the programs we offer and the support our programs receive.

What we are looking for:

We are looking for someone who is passionate about their walk with God, loves to work with kids and youth, is innovative and creative, has a heart for outreach and service, and is good at making connections within our church and the local community. We acknowledge that each candidate will bring their own gifts and passions and we look forward to seeing how those can be used to bless our programs and the children/youth that we work to serve.

Qualifications:

- Secondary Education
- Member of good standing in the Christian Reformed Church
- Past experience working with kids/youth is ideal
- Current Police Check with Vulnerable Sector required

Position Particulars:

- Maternity Leave Coverage (1 year)
- Start date flexible for April or May 2023
- 10-20 hours at \$20-\$25/hour based on experience
- Budget line for programming expenses

Working Conditions:

- Flexible hours throughout the week as week-to-week activities may change
- Some weeknights and weekends will be required
- Access to an office at the church should the successful candidate choose to use it

Position Responsibilities:

- Sunday School
 - Runs September - June
 - Ages 4 - Grade 5
 - Maintaining Lapbooks and work bags (for kids to use during church services)
 - Children's Bulletins - choosing and printing bulletins to fit the service
 - Organizing volunteers for, as well as participating in, the Children's Message rotation (a short message during the church service)
 - Planning and/or coordinating curriculum
 - Planning Sunday School Graduation during a service in May/June
 - Planning a Christmas program for December

- Evening Ministries
 - GEMS Girls Club (Girls Everywhere Meeting the Saviour)
 - Monday Nights October - April/May
 - Ages 6-14 with Junior Counselor available for older girls
 - Currently 5-10 attending
 - Coordinating schedules, sharing news with the congregation and supporting the volunteers who run the program
 - Cadets Boys Club
 - Monday Nights October - May
 - Ages 6-14 with Junior Counselor available for older boys
 - Currently 10-15 attending
 - Coordinating schedules, sharing news with the congregation and supporting the volunteers who run the program
 - Youth 412 (High School Youth Group)
 - Monday Nights September - June
 - High School Age
 - Planning and running (with another volunteer) this flexible programming which focuses on study, service work and relationship building
 - Managing and attending "Dinner with the Youth" - monthly program with members in our church to build intergenerational relationships
 - Managing and attending "Jesus Bus" - a program set to introduce students to different Christian churches in the area by attending worship services and going for lunch afterwards to discuss

- What's for Lunch? (High School Lunch Program)
 - Runs September - June
 - Currently 60-90 students attend weekly
 - Working with a team of volunteers to prepare and serve lunch every Wednesday during the school year (except during holidays, finals week, etc) from about 9:30-12:30pm
 - Weekly lunch planning, grocery shopping and coordination with the foodbank

- Vacation Bible School
 - Coordinating and running a one week summer program with the help of a group of volunteers

- Administration
 - Preparing schedules: Sunday School volunteers, children's message volunteers, GEMS/Cadets/Youth schedules
 - Weekly bulletin additions
 - Monthly meeting with local youth leaders
 - Monthly meeting with Pastor Rita
 - Monthly meeting with Ministry of Youth
 - Tracking and submitting expenses for the budget
 - Youth Director Report - written and presented twice a year at our congregational meeting

Please send resume with references to pronkleanne@gmail.com