

Covenant United Methodist Church

Job Description: Coordinator of Children's Ministries

Mission Statement of Covenant

We Invite All Generations to Journey Together Toward a Transforming Faith.

Job Summary: Covenant UMC is a vibrant, creative and open community of faith that has a particular call to intergenerational ministry. To that end, we are seeking a Coordinator of Children's Ministries to facilitate program and leadership development for the spiritual formation of children and their families, both within the community of faith and in our larger community. We envision a holistic ministry that connects with other ministries of the church. We are seeking applicants with a deep commitment to integrating Christian faith into every aspect of life.

Reports to: Pastor and the Staff Parish Relations Committee (SPRC)

Responsibilities and Duties

- Coordinate and develop various ministries to support the spiritual growth of children and their families, with the direction and guidance of the Pastor;
- Build teams of people who are passionate about the spiritual formation of our children, as well as their families;
- Recruit, equip, support and provide resources for staff and/or lay leadership teams in children's ministry programs;
- Supervise all staff and lay persons working in the areas of children's ministries ;
- Coordinate, oversee, participate in, and evaluate all children's ministries for effectiveness in deep spiritual formation and Christ-like service in the world;
- Coordinate with other ministry teams to improve connections among all ministry areas, as well as all ages and generations (i.e., worship, mission, etc.);
- Model the importance of worship by participating in worship in this community of faith.
- Communicate achievements and opportunities for participation to the congregation and our local community (in worship, in the newsletter, etc.);
- Develop and maintain partnerships with our on-site *Wandermere Christian Preschool*, as well as other school and community organizations that will help us to meet our mission;
- Attend meetings of the Children's Ministries Team (CMT) for ongoing support, guidance and resources for this ministry area;
- Meet with the Pastor on a regular basis for coordination of ministry and program planning to integrate these ministry areas into the entire community of faith;
- Attend and participate in staff meetings; and
- Other duties as assigned by the Pastor.

Qualifications, Skills and Abilities

- Bachelor's degree is required, and further education or experience in Education or Theology is preferred;

- Experience of leadership development and ministry leadership within a Christian community is highly recommended;
- Strong leader with a heart for Christian ministry compatible with the Methodist faith and tradition;
- Deep regard for ministry to children and youth, and their families as an essential part of church vitality;
- Ability to organize, recruit, empower and strengthen the talents of servants serving in age level ministries, helping them grow spiritually as they glorify God by sharing their creative gifts;
- Able to create a high level of enthusiasm in children's ministries within this community of faith and in our larger community;
- Excellent communication skills, and passionate about sharing your faith, including utilizing possible occasional preaching and/or speaking;
- Belief in building team-based ministry and willing to work with the Pastor;
- Able to pass our national background check to ensure safety of our children and youth.
- Ability to work well with persons of different abilities and various ages; and
- Personally invested in the Spokane/North Spokane community;

Hours & Timing:

- This is a part-time, hourly ministry position of approximately 10-15 hours per week, with pay rate and benefits negotiable.
- The possibility exists to combine this position with another open position. This assumes that this person has a passion for each ministry area and meets our qualifications for each position.