

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

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

The candidate will have a heart for discipleship, children/students/families, outreach, and leadership development, showing an ability to lead. Their local church membership will be in good standing with GMBC.

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/monthly continuity for this area of programming)
- Teach one Gather Round class monthly
- Prepare activities and materials for children on Sundays when children remain in the main worship service
- Coordinate, participate in, and schedule volunteers for Sunday Children's Time, which is a regular element of the main worship service
- Lead and Coordinate GMBC'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 weekly program for Jr. Youth and Sr. Youth that incorporates regular Bible Studies and events
- In conjunction with the Pastoral Staff and Worship Coordinator, assist with youth involvement in special services such as Christmas Eve, Easter, and Reign of Christ Sundays
- Coordinate yearly winter retreats for Jr. Youth & Sr. Youth
- Provide mentorship for youth as they engage in ministry opportunities
- Coordinate and train Jr. & Sr. Youth for volunteer opportunities (e.g. Missions Weekend, Summer Bible Adventure, Gather Round, etc.)
- Other related duties as assigned

3. Families

- Resource families with materials that will help enhance learning at home (e.g. take-home materials for Advent and Lent)
- Plan events, workshops, and group discussions that will minister to the needs of families and their children

4. Other Ministry

- Participate in the work of the larger ministry of GMBC
- Encourage participation in the work of the larger ministries of our conferences and local ministerial as opportunities and interest presents itself

5. Administration

- Attend weekly staff meetings on Monday mornings
- Oversee screening of children's ministry volunteers (e.g., 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

6. Qualifications and Skills:

- A commitment to the MB Confession of Faith, ministry plan and direction of Grantham MB
- A commitment to regular practice of spiritual disciplines and lifelong learning
- 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

7. Work Schedule

Hours & Schedule

- 35 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 **no later than March 29, 2024.***