

Trinity Presbyterian Church Children's Ministry Assistant

Description

Under the direction of the Director of Music, Worship, Children and Families, the Children's Ministry Assistant performs a variety of leadership, organizational and administrative tasks that support the Spiritual formation of children and families. Primary responsibility is oversight of Sunday morning activities and partnering with the Director to create relational learning experiences.

At Trinity, spiritual formation of children takes place as we partner with parents through:

- ❖ Peer Group Learning Experiences
- ❖ Intergenerational Relationships within the Faith Community
- ❖ Participation in the Faith Practices of the Church
- ❖ Family Faith Practices at Home

Qualifications

- Experienced in Christian service and worship
- Biblical literacy and a lived-out Christian faith
- Outgoing, friendly and approachable; loves children
- Strong organizational skills; ability to prioritize and meet deadlines
- Effective at written and oral communication
- Team player, flexible, collaborative, shows initiative

Job Requirements

- Work creatively with the Director to develop opportunities for peer group and intergenerational learning activities
- Build relationships with families in order to encourage and support faith nurturing at home
- Assist in planning and preparing material for family worship and other faith practices (Bible class, Communion class, GGA)
- Assist in recruiting and supporting leaders for peer group classes and activities
- Teach classes from nursery to 5th grade as necessary
- Review, organize and prepare curriculum for learning experiences
- Prepare and gather supplies and material for classes and activities
- Assist with preparations for all-church events and programs as needed
- Act as Children's Ministry point person in the absence of Director
- Attend staff meetings and work collaboratively with church leaders
- Administrative tasks as needed

Work Hours

15-20 hours/week

Sunday: 4-5 hours

Weekday: 10-12 hours

Compensation

\$20-25/hour based on experience

Fingerprint background check required

Contact:

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*Interviews of qualified candidates will be scheduled after July 18, 2021