

Role Description



ST. ANDREW'S
UNITED METHODIST CHURCH

Family Ministries Coordinator

(Birth to Middle School Ages)

Reports To: Director of Family Ministries

Status: Part-Time, 20 hours per week

Position Mission: To work with other staff and volunteers to execute programs and events that guide children birth to middle school age in their growth as followers of Jesus.

AREAS OF RESPONSIBILITY:

- Collaborate with the Director of Family Ministries to create an environment that fosters the Christ-centered spiritual growth of the children and families of St Andrews in alignment with the church's stated values
- Lead KidMin Sunday Worship along with other KidMin events and programs
- Assist in leading Middle School Youth Group along with other middle school events and programs
- Participate in the planning and execution of confirmation
- Work with Director of Family Ministries to create relevant events and classes for parents and children
- Work with Beginnings Preschool Director to connect Beginnings Preschool families to KidMin
- Prepare materials needed for KidMin & Middle School weekly programs and events
- Work with other staff to create content for Family Ministry social media accounts

SKILLS/KNOWLEDGE/ABILITIES:

- A personal relationship with Jesus Christ
- Ability to support, communicate, and live out St. Andrew's mission, vision, and values
- Ability to manage multiple projects, next steps, and deadlines at one time
- High attention to detail and ability to keep numbers, dates and deadlines straight
- Ability to think outside the box to create new opportunities for volunteers to minister to children, students, and young adults
- A passion for helping people find opportunities to serve others
- Exceptional networking and relational skills
- Compelling communicator in one-on-one and group settings

Work Environment

St. Andrew's provides staff members with a team-based environment that is small, flexible and utilizes best practices to approach decision making. We also embrace, respect and celebrate the diversity of all peoples regardless of age, gender identity, racial identity, disability or sexual orientation.

About St. Andrew's

St Andrew's was founded in November 1991. We are a vibrant congregation with a mission to share the gospel of Jesus Christ. Our vision is to create a community where spiritually seeking individuals find fulfillment through Loving God, Knowing Jesus and Serving Others.