

Kid's Ministry Assistant

Bethel Church Ladysmith

Position Summary

The Kid's Ministry Assistant is responsible for providing assistance to the Family Pastor with hands-on support during Sunday services and administrative support during the week. They are responsible for assisting in the implementation of our Family Ministry Protection Policies and providing a safe environment for the children in our care. The Kid's Ministry Assistant will engage families in person, support the volunteer team, and assist with the overall running of our events and programs for kids and families.

We are looking for a fun and energetic person who is passionate about seeing families flourish in Christ. As a church we are growing and that includes the amount of families and kids is increasing. This means we need someone to assist the Family Pastor in chasing after the vision God has given for this ministry.

This position reports to the Family Pastor, with additional oversight and direction provided by the Lead Pastor.

This is an hourly paid position at \$20/hr - 6 hours a week.

Description

Sunday Mornings (3 Hrs)

- Help maintain a safe, welcoming, and organized environment
- Assist with classroom setup and teardown
- Scheduled to teach approximately twice a month with the flexibility to fill in volunteer gaps
- Building relationships with parents through communication and connection
- Assisting staff for what is needed and focus on building relationships with families on Sundays you are not scheduled to teach

Office Hours (3 Hrs)

- Participate in weekly staff meetings
- Assisting the Family Pastor with administrative tasks as assigned
- Ensuring the kids ministry lessons are prepped and ready for volunteers

Qualifications

- A personal faith in Jesus Christ and a passion for children's ministry
- Adhere to the staff lifestyle commitment
- Strong interpersonal and organizational skills
- Proficiency in Microsoft Office and Google Suite
- Understanding of Canva (asset)
- Ability to work independently and as part of a ministry team
- Dependable, flexible, and teachable
- Must pass all required background and child safety checks

PLEASE SEND YOUR RESUME TO

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