

YOUTH COORDINATOR POSITION

**Dayspring Presbyterian Church
11445 40 Avenue, Edmonton, AB**

Phone: 780-435-3111

www.dayspringchurch.ca

A Youth Coordinator position is available at Dayspring Presbyterian Church.

Applications are accepted immediately and continue until a successful candidate has been found.

Youth Coordinator Position Description:

Under the direction of the Minister, the Dayspring Youth Coordinator is responsible for coordinating youth activities (Grades 7 – 12 aged youth) in the congregation and attending to the youth needs of the congregation.

Youth Coordinator Reporting Structure:

This position reports to the Minister of Dayspring Presbyterian Church and the Christian Education Ministry Team.

Youth Coordinator Duties:

- Responsible for coordinating all youth activities internally in the congregation and externally with other youth and community groups which have been identified in collaboration with the Minister and the Christian Education Ministry Team.
- Provide religious education, spiritual guidance, and moral support to youth.
- Administer special missional and community support programs for the youth.
- Serve as liaison with the administrative assistant for bulletin announcements and the celebration of activities for youth and other Christian Education events, as needed.
- Participate in worship and program leadership under the direction of the Minister.
- Sit on special committees as a staff member as required.
- Encourage participation in Presbytery, Synod, and Camp, national youth events and/or mission projects involving youth and/or children.
- Build partnerships and collaborations with other youth groups and community groups, as appropriate.

Youth Coordinator Qualifications:

- Actively engaged in a church community in formal or informal leadership positions (such as leading Bible studies and/or youth events).
- Demonstrated past involvement in youth programming.
- Excited to guide the spiritual and social development of youth.
- Ability to work with and relate to youth of different ages.
- Able to effectively communicate orally and in writing.
- Time management skills, organized.
- Works well independently and/or as part of a team.
- Self-motivated and initiative taking.
- Desired experience working as a member of a team.
- Teaching/Coaching experience would be an asset.

Training, Benefits and Other Remuneration:

- The Youth Coordinator role is intended to be 8 hours per week. Hours are set to meet church requirements and may require additional time to meet deadlines. Compensation for hours worked beyond the agreed hours must be approved in advance by the Minister.
- Weekly or bi-weekly time sheets will be completed and submitted to the Minister.
- At this time, most hours would include two Sunday mornings a month (Bible Study) and one evening or weekend youth event per month.
- Salary will be \$18 per hour.
- The successful candidate will have the ability to grow the youth program which would increase the hours.

Applications or enquiries:

Please direct any enquiries for clarification or further (detailed) information to:

Darlene Eerkes – email pdeerkes@shaw.ca or 780-405-9715

Please direct any applications to:

Dayspring Presbyterian Church Office

Email: admin@dayspringchurch.ca

11445 40 Ave NW, Edmonton, AB T6J 0R5

Phone 780 435-3111 Ext 2