



JR YOUTH SITE COORDINATOR

part time position available

Context

C4's vision is to become a regional church of 10,000 meeting the emotional, physical and spiritual needs of people in Jesus name. The following part time (10 hour/week) staff position is critical in the fulfillment of that vision. This is a contract position until June 30th, with a possible extension beyond that.

Role

The C4 Jr. Youth Site Coordinator is the overseer of Jr. Youth ministry (Grades 5 to 8) at the North Durham site. This person will assist the Family Ministry Central Team with the coordination and implementation of Jr. Youth at the North Durham site in order to ensure participation in and alignment with the mission, vision, and values of C4.

Requirements

- Fully aligned with the mission, vision and values of C4.
- Demonstrate a strong loyalty to the leadership of C4.
- Spiritual maturity to lead in a growing church environment.
- Ability to build teams and equip volunteers.
- Able to lead and function in a giftbased, large, multistaff church at the site and department level.
- A manager-leader who is able to administrate existing programs and facilitate ministry.
- Able to drive to the Ajax site, roughly twice a month, for team meetings.
- Comfortable missing Sunday morning teaching 3 out of 4 Sundays in order to run the Jr. Youth program. (Jr. Youth participate in adult service worship at the site)

Spiritual Gifts

Preferred gift mix would include: leadership, administration, serving, and shepherding



Competencies

- Strong shepherding, administration, and leadership skills.
- Excellent problem-solving skills within a complex team environment.
- Ability to coordinate ministry onsite as a second chair leader to the ministry leaders at the central site who are the primary leaders of the ministry area.
- Genuinely understands and loves pre-teens.
- Quick learner who is able to teach and train others
- Organized and administrative
- NOTE: This role DOES NOT involve dividing up curriculum, creating games, gathering supplies, or being a regular teacher. The job is manager-oriented and requires strong delegation, administration, and team-building leadership skills. It is also relationship-oriented, requiring a leader who is able to facilitate meaningful group discussions that point teens to Jesus.

Responsibilities

- Directly oversee the coordination of Jr. Youth at the North Durham site.
- Recruit, develop, and lead volunteer staff at the site, with the support of the Site Pastor and Family Ministries Pastor.
- Schedule Jr. Youth volunteers at the site
- Communicate weekly with both the Site Pastor and Central Ministry Leader(s).
- Recommend strategies for growth and ministry development at the site.
- Oversee, promote, and participate in both site specific and centrally planned Jr. Youth events
- Participate in regular C4 staff meetings in Ajax and North Durham.

Education and Experience

- Professional experience in church family ministry, education, and/or people management considered an asset
- Experience recruiting, training, managing, and scheduling volunteers in a church environment
- An undergraduate degree in Children's Ministry, Youth Ministry, or Teaching considered an asset