

JOB DESCRIPTION - CHILDREN & JUNIOR HIGH YOUTH MINISTRY ASSISTANT
AMERICAN REFORMED CHURCH, LUVERNE MINNESOTA

CHILDREN'S MINISTRY VISION: *To apprentice our children to walk authentically with Christ within the context of Christ-centered community with a Kingdom trajectory.*

POSITION PURPOSE: To assist the Children & Junior High Youth Ministry Director with all aspects of our children's ministry from two years old through 8th grade in order to fulfill children's ministry vision.

POSITION QUALIFICATIONS:

Love for children and working with the church body

Also gifts of administration, organization, leadership, and ability to work with people

POSITION RESPONSIBILITIES:

Assist in preparing lessons and other materials for successful volunteers

Actively joining in the preparations of special events such as the Children's Christmas Program, Vacation Bible School, Fall Kickoff, quarterly Middle School Gatherings

Available for setting up weekly Pioneer Club materials and participate in making sure things are running smoothly at Pioneer Club

When needed, lead lessons in the event of a leadership illness or Children & Jr High Youth Ministry Coordinator's absence

This job would average approximately 40 hours per month, or an average of 10 hours per week, and would require some flexibility. Pay range is \$15-20 depending on experience.

This position will be supervised by the Children's Ministry Director.

The employee must be in agreement with our theological positions and operate within the established by-laws of the American Reformed Church.

The performance of this position is measured by how complete and effective the duties are carried out.

There will be a review of performance and job description once annually. Performance review can be requested by employee or by the Staff Support Team at any time when convenient for both.

(Approved July 2023)