

# Beulah Alliance Church

## Job Posting: Upper Elementary Children's Ministry Coordinator



This position is responsible for ministering to the “tweens” in Grade 5 & 6 by delivering weekly children’s programming and some large events during the year. KidZone exists to make Jesus known to children in greater Edmonton and to equip and empower parents to be the primary disciple-makers in their children’s lives.

**Position Type:** 1-year term, part-time, 20hrs/wk

**Location:** West Campus, 17504 98a Ave NW, Edmonton

### Role responsibilities:

- Recruit and mobilize strong weekend volunteer leadership teams.
- Serve as the NextGen team member responsible for leadership development for children in grades 5-6.
- Develop, revise, and manage age-appropriate weekend programming for students in grades 5-6 aligned with Beulah’s Vision, Values, and Practices.
- Plan and implement weekend and midweek programming.
- Collaborate with the Children’s Ministry team to develop and implement special events.
- Build close relationships with the preteens who attend West Campus.
- Work collaboratively to smoothly transition grade 6 students into youth ministry.
- Attend volunteer and coaching meetings alongside children and youth pastors.
- Work collaboratively with Adult Ministries to provide opportunities for baptism, while adjusting content to be age appropriate.
- Other duties as required.

### What will make you thrive:

- Successful Vulnerable Sector Record Check.
- Minimum of at least 3 years involvement in children’s or youth ministry.
- Bachelor’s Degree, diploma, or equivalent level of education in children’s or youth ministry.
- A committed follower of Jesus Christ who demonstrates spiritual maturity and models an authentic relationship with the Lord affirming Beulah’s core beliefs, vision, values, policies, and practices in word and deed.
- A passion for seeing children grow in their relationship with Christ.
- Demonstrated ability to lead ministry through recruiting, equipping, mobilizing, and coaching leaders.
- Primary spiritual gifts: teaching, leadership, administration.
- Competent in inspiring leaders, bringing enthusiasm for a shared vision.
- Strong communicator (verbal and written) who is comfortable as a public speaker.
- Proven ability to recruit and manage volunteers.
- Excellent interpersonal, time management, and organizational skills.
- High standards of ethics and confidentiality in handling sensitive information.

Think you’re a great fit for this job? If you believe that God may be calling you to this position, please submit your resume and cover letter to [hr@beulah.ca](mailto:hr@beulah.ca). No phone calls please. We thank all applicants for their interest; however, only candidates under consideration will be contacted.