



Leduc Alliance Church

Job Posting: Children's Ministry Co-ordinator

This position is responsible to minister through the development of volunteers and leaders, and to lead our early childhood and elementary children's ministry (Grade pK-6) programming that will create a community where families and kids *Believe, Belong, and Bless!*

Position Type: Internship

Location: Leduc, AB

Role responsibilities:

- Work with children's ministry volunteers and co-ordinator to plan, manage, and execute ministry program activities for grades 1 to 6.
- Recruit, train, schedule and support children's ministry volunteers and teachers.
- Maintain safe and engaging learning environments.
- Implement and maintain Plan to Protect procedures within early childhood ministry programming.
- On site presence and point lead for weekend services.
- Lead a Children's Moment in service
- Attend Leduc Alliance staff meetings as required.
- Other duties as mutually agreed on.

What will make you thrive:

- A passion for God and a growing relationship with God.
- A passion for working with young children and their families.
- Able to recruit and lead an effective volunteer team.
- A passion for reaching children through building relationships and dynamic programming.
- Strong interpersonal and written communication skills.
- Able to lead group worship and various aspects of creative communication.
- Ability to develop and implement projects and processes of childhood discipleship.
- Ability to work effectively independently and as a team member.
- Can manage multiple tasks.
- Able to organize and administrate effectively.
- A desire to support and assist.

Believe you are up for the challenge? Ready to create an environment and community of **belonging**? Willing to go the extra mile to **bless** children, and help them to bless others? Please submit your resume and cover letter to office@leducalliance.org. No phone calls please. We thank all applicants for their interest; however, only candidates under consideration will be contacted.