

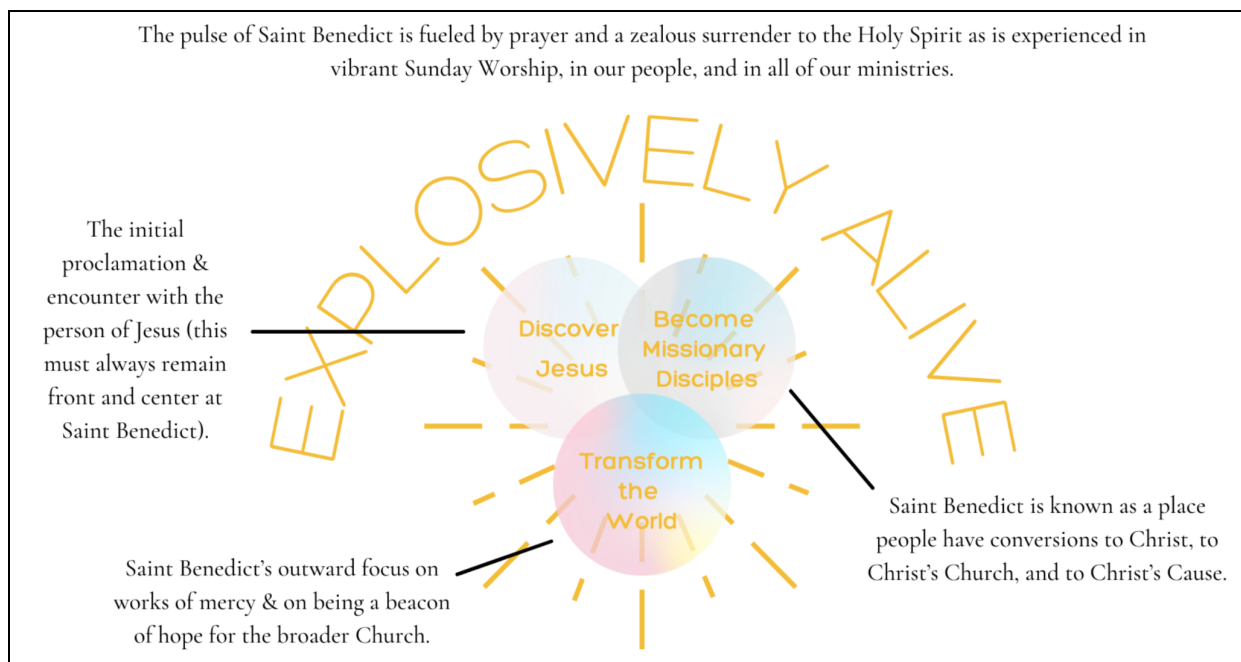


**SAINT
BENEDICT
PARISH**

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Children's Ministry Coordinator Job Posting & Description

Saint Benedict Parish is an explosively alive faith community where people discover Jesus, become missionary disciples and go out to transform the world.



Our purpose is to make disciples who joyfully live out the mission of Jesus.

Staff team members commit to fostering an active spiritual life rooted in a growing relationship with Jesus Christ, daily personal prayer, reading scripture, and church attendance/membership at Saint Benedict. Staff members have a strong familiarity with the Saint Benedict vision, mission, and Game Plan. Staff members have the desire and ability to work within a team, with an openness to direction and feedback.



Job Posting: Children's Ministry Coordinator

The Children's Ministry Coordinator at SBP has a passion for kids to know and love Jesus. They understand that kids need to have an experience of God's love. They will give children opportunities to encounter God in the Word through a fun, community-based approach of learning that leads to the formation of little disciples of Jesus.

The Children's Ministry Coordinator will be responsible for leading a team made up of volunteer parishioners who are trained and entrusted as disciple-makers to oversee 3 main areas: SBP Kids Live (Sunday mornings), Little SBP Kids (Sunday mornings), and The Encounter (evening midweek for grades 4-6).

The Children's Ministry Coordinator is part of our staff team and will be supported by Tanya LeRue, our Production and Digital Mission Team Leader. They work in alignment with the Pastor and the Parish Leadership Team. They are expected to participate fully with the staff, including, but not limited to, team meetings, weekly staff prayer, monthly all staff meetings, and Leadership Summits. They will work on site and remotely with flexible hours, including some evenings and weekends.

Main Duties and Responsibilities:

Ongoing recruiting, training, and managing of the SBP Kids Live Team, consisting of volunteer parishioners. This team will lead and support the program on Sunday mornings (during both the 9am and 11:30am Masses), and will include teaching, child support, hospitality, and technical support.

Ongoing recruiting, training, and managing of the Little SBP Kids Team, working alongside the main coordinator, Veronica Preciado. This will also include support for the program on Sunday mornings, through teaching, child support, hospitality, and technical support.

Develop and oversee The Encounter by recruiting, training, and managing a new team of parishioners who will lead and support the program on a weekday evening. This will include teaching, child support, hospitality, and technical support.

Coordinating and executing special events such as Vacation Bible School in the summer and SBP Kids Christmas.

The ideal candidate has:

- A strong personal faith in Jesus and a passion for helping children discover Him and become His disciples
- An understanding and appreciation for core Catholic beliefs, including the centrality of Sunday Mass
- An understanding of and love for the Saint Benedict Vision, Purpose, and Game Plan
- Experience with children and childhood development
- Skilled in time management
- Excellent organizational skills
- Strong communication and interpersonal skills
- An ability to work collaboratively with people on staff, other church leaders, parishioners, and families
- The leadership skills to recruit, train, and empower a team of unpaid volunteers
- Humility and teachability as an ongoing learner

Send resumé to tanyal@saintbenedict.ca, which we will begin reviewing on December 8, 2023. The position will remain open until a successful appointment has been made. Before completing the hiring process, references will be requested and contacted, and a Police Records Check will need to be completed.