

Children, Youth and Family Ministry Coordinator
De Soto United Methodist Church, De Soto, KS 66018

Reports to Senior Pastor and Staff Parish Committee

Job Description

DeSoto United Methodist Church (DUMC) in De Soto, Kansas, is an engaged, thriving and supportive congregation in a growing community. We seek an enthusiastic and joyful Children, Youth and Family Ministry Coordinator that will help us provide a loving, caring and safe space for our children and youth to learn of God's grace! If you are a Christ centered individual who enjoys working with Children and Youth, you meet the qualifications specified and are able to function well in a church environment, we welcome your application! This position will report to the Senior Pastor and Staff Parish Committee.

Qualifications-

- Self-starter and able to work independently.
- Strong leadership, organizational, communication, time management and human relationship skills.
- Ability to identify, train and lead volunteers.
- Ability to collaborate and foster relationships with students, families, volunteers, fellow staff, faith community, local community and fellow ministry leaders outside the congregation for support.
- Strong computer skills with a working knowledge of Microsoft Office Products.
- Ability to navigate social media appropriately.
- Must successfully pass a background check and complete our conference's Safe Gatherings training and certification.

Duties

- Research, identify and oversee the needs for children, youth and family ministry in the community. Implement programs and events designed to strengthen current church families and attract new unchurched families. For example, Vacation Bible School and the annual Easter Egg Hunt.
- Participate in selecting curriculum and implement children, youth and family Bible studies and other educational studies. For example, Children's sermon during Sunday

Service and Children's Church directly afterwards, Youth Group Meetings, and Children's Bible Studies.

- Recruit, organize, nurture and collaborate with volunteers for family ministries. Work to build relationships with Jesus and each other.
- Disciple children and youth in their faith to know and share the love of Jesus so they can lead others to know and share the love of Jesus.
- Ensure the safety of our children and youth. You will need to verify that all volunteers working with children, youth and adults with disabilities have current Safe Gatherings training and certifications.
- Immediately report any suspected or observed abuse, endangerment and/or neglect of children, youth or disabled persons placed in the temporary care of DUMC to civil and church authorities.
- Administer and adhere to Church policies and procedures and develop a relationship of mutual trust and accountability with members of the staff and Church body.
- Provide a report to the Administrative Council on the status of the program as needed. Develop and recommend an annual budget to the DUMC Finance Committee and adhere to the approved budget.

Please send your resume and direct any questions to Kelly Young at z.kellyr@gmail.com

Hours: 20 hours per week. Salary: \$18,000 per year.

Benefits include flexible hours, 2 weeks annual paid time off and working with a caring and supportive congregation!