

Children's/Youth Coordinator for Northeast Baptist Church

Role:

To guide planning and development of a program of Bible learning for all age levels in Northeast Baptist's Children's and Youth Ministry. We desire that we reach our children and youth both in our congregation and community to educate and inspire them to grow in their walk as children of God.

Expectations:

- Adhere to the Baptist Faith and Message
- Be a member of Northeast Baptist church or agree to become a member within 30 days. Be a born-again believer, scriptural baptism and maintain a serving attitude in your daily life.
- Follow the leadership and direction of our Pastor.
- Resolve difficulties which may arise in a biblical, Christ-like manner.
- Attend all planned activities and be punctual.
- Regularly communicate events, needs, problems, and improvements planned to the Pastor and committee members.

Responsibilities:

- Be responsible to church and Pastor for promoting a program teaching preschoolers, children, and youth.
- Attend and participate in congregational meetings.
- Effectively manage the ministries budget by reconciling the monthly spending within the yearly budget.
- Submit a proposed yearly budget for approval to the Budget committee no later than 30 days prior to the beginning of the new church year.
- Have computer skills as well as knowledge of basic office equipment.

Qualifications:

- Demonstrate experience in working with children and youth activities and programs as well as providing leadership and encouragement.
- Be able to communicate with children, youth and parents to promote Christian values and a Biblical life style.
- Knowledge of rules and regulations associated with working with children and youth to include both special needs and at-risk children and youth.
- Be certified in CPR and first-aid and pass full background check.