

Southside Presbyterian Church

“A Community of Faith in the Presbyterian Tradition”

317 W 23rd Street, Tucson, Arizona 85713
The Reverend Alison J. Harrington

520-623-6857

www.southsidepresbyterian.org

Coordinator of Children and Youth Ministry Programs Job Description

Position Title: Coordinator of Children and Youth Ministry Programs

Purpose: The Coordinator of Children and Youth Ministry Programs, along with the Pastor and Governing Session, will develop and manage the Children and Youth Ministry programs of Southside Presbyterian Church.

Job Status: Part time, flexible schedule averaging 20 hours a week.

Job Compensation: \$1000 to \$1,300.00 a month, depending on experience.

Accountability: Accountable to Southside Presbyterian Church's Pastor (head of staff)

Responsibilities and Duties:

- Plan, organize, and lead weekly Sunday School program and youth group events, Bible Studies, outings and social gatherings.
- Recruit, train, and supervise committed Sunday School teachers, youth advisors and childcare workers.
- Design, arrange, and execute special events throughout the year including Vacation Bible School for 50 children, retreats, and local, national, and international mission opportunities.
- Manage the Children and Youth budget.
- Create monthly calendars and contribute content to church newsletter.

Required Qualifications and Skills:

Loves children and seeks to model God's love to children and youth. Demonstrates a strong Christian faith. Communicates well with staff and volunteers. Possesses strong organizational skills and basic computer skills. Believes in the importance of children and youth in the life of a church. Possesses leadership experience in children - and - youth programs.

Desired: AA Degree or higher in a related field; two years experience in Children's or Youth ministry programs may substitute.

How To Apply

Please send resume and cover letter to southsidepersonnel@gmail.com. Cover letter should include 1-2 sentence replies to the following questions:

- 1.) Having browsed our website at www.southsidepresbyterian.org, how might you fit into the culture and vision of the congregation?
- 2.) What draws you to apply for this position?

Position is open until filled.