

POSITION DESCRIPTION
SHINE Children's Ministry Lead Teacher
FIRST PRESBYTERIAN CHURCH, CEDAR FALLS, IOWA

Summary:

This person works collaboratively with the pastor and volunteer church leaders as an administrative liaison to plan, coordinate, and facilitate our SHINE children's program for Age 5 through Fifth Grade on Sunday mornings during the school year. This is a self-directed position requiring personal resourcefulness, flexibility, and initiative to manage within an annual calendar of activities.

Typical Activities:

- Lead and support volunteers in planning for children's ministries in the following areas: teacher recruitment and training, fellowship events, and Sunday programming.
- Teach/lead children during our weekly SHINE activities in person or online if necessary.
- Reach out to families with children through personal contact to understand their faith journey and to share about church programs.
- Developing a weekly schedule to accomplish all work in an orderly and balanced manner.
- Communicating frequently with pastor and other staff to share information.

Skills:

- Strong Christian faith
- Training or experience in children and youth education
- Proficiency with using and hosting Zoom
- Experience in recruitment, training, and support of volunteer educators
- Interest in new opportunities or developing new programs in addition to maintaining or organizing work to accomplish tasks as needed

Abilities:

- Working collaboratively with staff and volunteers
- Managing work with non-routine variation
- Comply with rules, procedures and regulations for those working with children and youth
- Creating an environment of welcome for all people regardless of age, ability, gender, race, or economic status.

Compensation – \$22.00 Hourly; 8 hours/week

Start Date – September 12, 2021

Interested persons should request an application from Julie by email, pastor@firstprescf.org. We would like to welcome the right person ASAP!

Approved _____

Job is vacant