

Children, Youth and Family Coordinator Job Description  
Westminster United Church  
745 Westminster Ave  
Winnipeg, MB R3G 1A5

**Westminster United Church Mission**

The Westminster congregation inspires people to love others as Christ loves them and fosters a sense of belonging and community.

**General Description of the Position**

Based on the doctrine of the United Church of Canada's New Creed and Song of Faith, the Children, Youth and Family Coordinator will encourage spiritual growth in children, youth and their families/guardians. This will be done through meaningful experiences that encourage inner connection to God within ones' soul and outer connection to God in service in the congregation and community. This would be a term position to June 30th, 2017, 7 1/2 hours per week, maximum of 31 hrs/month, with potential option for renewal.

**Responsibilities of the Position**

Under the supervision and with the support of the Inner and Outer Connections Team, the Children, Youth and Family Coordinator will work in collaboration with the Ordained Minister, and will initiate and coordinate:

- on-going connections with parents and their children baptized in Westminster United Church
- creative ways of drawing children from the community to be part of children, youth and family spiritual growth programs, experiences and events
- an active leadership role in planning intergenerational events
- organizing volunteers for, and being present on, Sunday mornings to help with the Sunday School program and other programs during the week
- building relationships with families/guardians and seeking ways to engage their talents, skills and involvement in church life

**Core Competencies Required:**

- Understands and is willing to articulate the theology and the policies of the United Church, and at the same time understanding love as the unifying force of the church
- Has a basic understanding of scripture and of its authority within the United Church
- Can plan and lead informal worship
- Has the ability to draw on spiritual resources to sustain self and others
- Understands the responsibilities of a lay ministry leader regarding duty of care, confidentiality and authority/trust
- Possesses program planning skills and basic administrative skills such as budgeting, time management, report writing
- Is able to exercise basic listening and empathetic skills
- Will be working on or will have completed post secondary education in a related field, or have its equivalency in work experience
- Recent criminal records and child abuse registry check

**Deadline for application:** Friday, July 22, 2016

**Projected Start Date:** August 29, 2016