



Summer Child and Youth Coordinator

DATE: May 23 – August 28, 2016 (14 weeks - pending grant approval)

HOURS: 35 hours per week

WAGES: \$14.50 per hour

Altadore Baptist Church is a small inner-city community church. Program participation will be on a smaller scale, allowing for diverse and wide-spread experience and opportunity. Portions of this position include summer relief and would involve appropriate training, support and mentorship.

RESPONSIBILITIES:

- Develop day camp program for children
- Organize all details for day camps (including promotion, registration, program, supplies, volunteers etc.)
- Lead a summer day camp program
- Plan and participate in children's ministry program as a leader
- Plan and participate in youth program as a leader
- Recruit and lead volunteers for children and youth programs
- Evaluate and report on summer programs
- Community outreach to realize our mission to "Live out our faith in our community"
- In addition to children and youth responsibilities, assist with office, worship and ministry support as needed

QUALIFICATIONS:

- Leadership Skills: oversee volunteer support; work independently on assigned tasks; work productively; lead activities
- Mentoring Skills: work with children and youth; build relationship and sharing the Gospel
- Administrative Skills: good computer and Microsoft skills; plan and organization; keep records; some clerical and office work
- Personal Skills: passion for working with children and youth, team player, self-motivated, reliable, responsible, accountable, friendly, enthusiastic, good time-management, able to address the needs and concerns of church settings and committed to Christian values and principles
- Communication: Ability to communicate effectively with children, youth, and adults in all mediums
- Student: Full-time student in previous academic year and intend to return to school on a full-time basis in next academic year (required to meet grant requirements)

If you are interested in this position, please submit resume to office@altadorebaptistchurch.com

Deadline for application is April 14, 2017



Summer Worship and Youth Coordinator

DATE: May 23 – August 28, 2016 (14 weeks - pending grant approval)

HOURS: 35 hours per week

WAGES: \$14.50 per hour

Altadore Baptist Church is a small inner-city community church. Program participation will be on a smaller scale, allowing for diverse and wide-spread experience and opportunity. This position is summer relief and would involve appropriate training, support and mentorship.

RESPONSIBILITIES:

- Coordinate weekly worship services with input and support from Sr. Pastor
- Plan worship service and song selection
- Musically lead weekly worship services
- Occasionally lead a worship team for weekly worship services
- Multimedia development (including Easy Worship)
- Evaluate and mentor new worship participants, particularly youth, including development of a youth worship team
- Community outreach to realize our mission to "Live out our faith in our community"
- In addition to worship responsibilities, assist with office, children, and youth administration and ministry support as needed, which may include planning and participating in youth events

QUALIFICATIONS:

- Musical and Instrumental Skills: Proficient musical (instrumental and vocal) skills to lead a worship service
- Leadership Skills: assume responsibility for working independently on assigned tasks; work productively; recruit participation and support in worship services
- Creative Skills: ability to create interesting and diverse worship service options; ability to use research tools available
- Administrative Skills: some computer and Microsoft skills; plan and organization; some support clerical and office work
- Personal Skills: passion for working in area of worship, team player, self-motivated, reliable, responsible, accountable, enthusiastic, good time-management, able to address the needs and concerns of church settings and committed to Christian values and principles
- Communication: Ability to communicate effectively in all mediums
- Student: Full-time student in previous academic year and intend to return to school on a full-time basis in next academic year (required to meet grant requirements)

If you are interested in this position, please submit resume to office@altadorebaptistchurch.com

Deadline for application is April 14, 2017