



GOODTREE CHRISTIAN FELLOWSHIP | 1212 1<sup>ST</sup> ST. N.W., CALGARY, AB

Submission Details	
<b>Date Submitted</b> (Month/Day/Year) December 30, 2019	<b>Position</b> Children's Ministry Lead

<b>1</b>	<p><b>Introduction</b> <i>Briefly describe the primary purpose of the role and how the work performed supports the department or program.</i></p> <p>GoodTree Christian Fellowship is a vibrant community of believers who have a love and passion to serve Christ. We are a community that strives to help people establish a growing relationship with Jesus Christ and to equip them to become disciples in the world for the glory of God. Our congregation consists mostly of Canadian born Asian ethnicities, but there are a growing number of people from other cultures participating in our ministry.</p>
<b>2</b>	<p><b>Job Summary</b> <i>Briefly describe the primary purpose of the role and how the work performed supports the department or program.</i></p> <p>As the Children's Ministry Lead, you will be responsible for ensuring that children are considered and included in the life of the congregation. The lead will vision for, plan, and advocate for children in the areas of faith development and discipleship. The lead, in partnership with parents and volunteers, will be responsible for oversight and execution of the Children's Ministry program. The lead will be responsible for creating an environment that is safe for both the children and adults working within this ministry. The lead will regularly and intentionally engage with parents, families, and volunteers to foster a nurturing environment for children that extends beyond the walls of the Church.</p>
<b>3</b>	<p><b>Employment Requirements</b> <i>List the type(s) and level(s) of education, training, experience, certificates, professional memberships, preferred and/or bona fide occupational requirements required to perform the responsibilities of the role.</i></p> <p><b>Formal Education</b></p> <ul style="list-style-type: none"> <li>• Master's Degree equivalent in Christian Studies or Ministry.</li> </ul> <p><b>Skills and Experience</b></p> <ul style="list-style-type: none"> <li>• Spiritual maturity and evidence of ongoing personal spiritual formation.</li> <li>• Passion for connecting with people of all ages and genuine interest in the life of church community.</li> <li>• Prior engagement and leadership experience in Christian ministry.</li> <li>• Prior engagement and leadership experience working with children.</li> </ul>



<b>4</b>	<b>Key Responsibilities</b>	
	<i>List the specific tasks of the position. Include the percent of time spent performing each group of responsibilities ensuring the total adds up to 100%.</i>	
	<i>List and describe the key responsibilities in order of importance – referring to a typical work week</i>	<b>Percent of Time</b>
	<b>Education Development and Planning</b>	<b>30</b>
	<ul style="list-style-type: none"> <li>• Preschool, elementary and youth program development.</li> <li>• Curriculum development, lesson preparation and execution.</li> <li>• Organization of Sunday School classes.</li> </ul>	
	<b>Volunteer Training</b>	<b>30</b>
	<ul style="list-style-type: none"> <li>• Recruitment.</li> <li>• Volunteer training.</li> </ul>	
	<b>Engagement and Communication with Parents and Families</b>	<b>30</b>
	<ul style="list-style-type: none"> <li>• Development of support programs for parents and families.</li> <li>• Visitations.</li> </ul>	
	<b>Other</b>	<b>10</b>
	<ul style="list-style-type: none"> <li>• General Administration, other initiatives and summer day camp.</li> </ul>	
	<b>Total</b>	<b>100 %</b>

<b>5</b>	<b>Compensation</b>	
	<b>Hours</b>	
	<ul style="list-style-type: none"> <li>• 0.5 FTE (Full Time Equivalency)</li> </ul>	
	<b>Salary</b>	
	<ul style="list-style-type: none"> <li>• \$25,000/yr + Benefits</li> <li>• Compensation negotiable based on experience and educational background.</li> </ul>	

**Application Process**

To have an application evaluated, please submit your CV and a brief introduction via email to: [hr@goodtree.ca](mailto:hr@goodtree.ca)

Though we thank all applicants for their interest, only those selected for an interview will be contacted. **Deadline to apply is January 30, 2020.**