



**First Vancouver**  
Christian Reformed Church

## **CHILDREN AND YOUTH DIRECTOR**

### **JOB POSTING**

Does working with kids bring you joy? Do you love seeing their faith in Christ deepen as they grow into young adults? Does the idea of using your strong organizational and relational skills to also build up a team of congregational volunteers for the children and youth program excite you?

First CRC Vancouver is seeking a Jesus loving, relational team member to lead and direct our growing Children and Youth Ministries on a permanent part-time basis (15 hours/week). Come join a faithful team of committed and servant minded leaders to move our children and youth towards a deeper love of Jesus. Your several years of appropriate education a few years of applicable experience will equip you well for the role.

To see the full job description, please visit [www.firstvan.ca](http://www.firstvan.ca)

Interested applicants should send a resume and cover letter to the Clerk of Council [clerk@firstvan.ca](mailto:clerk@firstvan.ca)

#### **Basic Details:**

|                         |                                |
|-------------------------|--------------------------------|
| Hours per week:         | 15                             |
| Salary:                 | \$19,500 annually (\$25/hour), |
| Vacation                | 2 weeks                        |
| Anticipated Start Date: | August 31/21                   |



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Christian Reformed Church

*“Sustained in Worship, Formed in Christ,  
Made for Relationship, Here for Good”*

## **JOB DESCRIPTION**

**Location:** First Christian Reformed Church of Vancouver  
**Reports to:** Council, First Christian Reformed Church of Vancouver  
**Supervised by:** Pastor

### **Our Story:**

We have 3 Sunday classes (aged 3-5, Grade 1-4, Grade 5+) of about 4-12 kids in each class. This portion of the Director position would be to oversee, equip, and support the administration and day-to-day needs of our Children's Ministry.

Additionally, we are looking to restart our Youth Ministry after 15 years of having no youth in our church family. We have been blessed with a growing number of families and youth and we are now at a point where we need a ministry for our middle school and junior high age youth. Currently, we have approximately 10-15 preteens and teens between Grade 6-10.

### **Job Summary:**

We are looking for someone who will encourage and equip children, youth, and volunteers to share their gifts as a way to build up the church by fostering an environment for faith formation. As a congregation, we value the gifts and involvement of our whole congregation, and therefore, the role of the Children and Youth Director would not be to replace but to enhance the volunteer involvement in the areas of Children and Youth Ministry.

### **Ministry Responsibilities:**

- Model Christ in word and deed.
- Oversee the Sunday School program for ages 3 - Grade 5:
  - Faith Formation (Sourcing materials, equipping volunteers)
  - Administrative Responsibilities
- Oversee the Youth of the church in the following areas:
  - Faith Formation
  - Mentorship
  - Youth Outreach and Service Opportunities
  - Event Coordination and Supervision
- Communicate with parents, teachers, volunteers, staff, and Council
- Provide a ministry of presence with a regular weekly rhythm of meeting together with the youth and youth leaders.

- Source, distribute, and teach a faith formation curriculum that is age appropriate and has a Reformed perspective.
- Work with the Pastor to teach and coordinate Bible studies for youth
- Plan and execute relationship building activities.
- Connect with our neighbours and local organizations for service opportunities.
- Encourage, empower, and oversee volunteers to grow as youth leaders and Sunday school teachers
- Connect with older members of the church to share faith stories to youth gatherings and Sunday school classes in order to deepen our intergenerational community.
- Source, recommend, and facilitate training for youth.
- Oversee and implement an evaluation of the Youth and Children's ministries annually.
- Provide administrative oversight and accountability.
- Work with the Pastor and Worship Committee to assist with Special Services (Easter Sunday, Christmas Candlelight, Thanksgiving, etc.).
- Organize and lead the youth in worship, sourcing needed materials, music, and support as needed.
- Work in cooperation with the staff and council of First CRC Vancouver.
- Maintain a high profile of Safe Church practices – keep youth, children, and volunteers safe.
- Commit to maintaining health and safety protocols as outlined by church practices.

#### **General Responsibilities:**

- Work within budget guidelines and financial protocols of the church.
- Follow confidentiality and accountability protocols
- Maintain a high level of communication with the church administrator and pastor
- Meet regularly with the Pastor.
- Attend staff meetings.
- Order and maintain youth and children's ministry related supplies.
- Other duties as assigned by Council.

#### **Knowledge, Skills, and Abilities:**

- Mature in faith with personal knowledge and experience of the saving work of Jesus Christ
- Familiar with Christian Reformed worldview and theology
- Committed to the faith formation of young people
- Some experience in working with youth in an educational or recreational setting.
- Related post-secondary education preferred
- Proven ability to engage with and relate to youth
- Demonstrated experience leading youth in a variety of worship contexts
- Demonstrated relational skills
- Ability to work independently and as a team member.
- Is able to ask difficult questions while also being affirming and open
- Regular attendance and participation in the life of the church
- Willingness to learn and adhere to our Safe Church Policies
- Ability to identify and solve problems, and follow through on initiatives
- Good English skills (verbal, reading, and writing).
- Intermediate computer skills (Google Suite, Zoom, Excel, Word)

- Strong organizational and communication skills
- Some musical skills would be an asset
- Pass Criminal Record Check and Vulnerable Sector Search

**Behavioural Competencies:**

- Adaptability/Flexibility
- Christ-likeness
- Creativity and Innovation
- Mentoring Others
- Diversity and Cultural Responsiveness
- Interpersonal Rapport/Savvy
- Planning and Organizing