



## **JOB DESCRIPTION**

**POSITION: Female Youth Ministry Coordinator**

**DATE: Winter 2025**

### **Description**

This position reports to the Pastor of Youth & Young Adults and lends program support to our middle & high school ministries including mentoring of female youth & volunteers. Our Middle School (Grades 6-8) ministry meets Tuesday evenings (7:00 – 9:00 PM). Our High School ministry (Grades 9-12) meets Wednesday evenings (7:00 – 9:00 PM).

### **Qualifications**

- A Christ follower in agreement with the Mennonite Brethren Church of Canada Confession of Faith
- A love for pre/teens & teenagers and a strong desire to influence them for Christ
- Relational and mentoring skills
- Creativity & experience in planning/leading youth programming
- Ability to effectively lead a team of volunteers
- Good understanding of teenage development
- Ministry skills – communication, organization, & serving as part of a greater ministry team

### **Key Responsibilities**

- Program Support
  - Planning & facilitating large group youth events, games, and special events (retreats, etc.)
  - Program setup & cleanup
- Mentoring & Spiritual Care
  - of female volunteers
  - of female youth under the parameters of our Safe Place Policy

### **Time Commitment**

Variable hours averaging to about 15 – 20 hours per week over the course of 52 weeks. It is expected that the workload will rise and fall in accordance with the church calendar and specific events. Must be available Tuesdays & Wednesdays (September – June) for program setup & facilitation, Sunday mornings, & for special events as scheduled in conjunction with the Pastor of Youth & Young Adults.

### **Remuneration**

The pay, vacation, and benefits for this position follow the Manitoba MB conference guidelines as amended by NKMB to include a salary grid for program support staff.

### **Evaluation**

The Youth Ministry Coordinator will be evaluated by the Pastor of Youth & Young Adults and the Lead Pastor of NKMB. The position is further evaluated indirectly by Council and PMC by way of existing reporting and evaluation procedures in place for pastoral staff.