

PART-TIME MINISTRY ASSISTANT JOB POSTING

Evangelical Fellowship Church (EFC), a member of the Evangelical Covenant Church of Canada (ECCC), invites applications for the position of Ministry Assistant. This is a position that provides hands-on ministry experience.

For more information about EFC and ECCC, go to <https://www.efcedmonton.org/> and <https://www.covchurch.ca/>.

Part-Time Ministry Assistant Position Summary

Ministry & Discipleship

- Lead the Youth Group Ministry in alignment with the Lead Pastor's direction and through collaboration with volunteer leaders. (The youth group, for youth aged 12 to 18, meets 2x per month). Leading the Youth Group entails:
 - Being a safe, responsible presence at youth events
 - Discipleship at Youth events through speaking and conversation
 - Connecting relationally to youth, parents, and leaders
- Lead the Young Adults Ministry in alignment with the Lead Pastor's direction (The young adults meet 2x per month). This entails:
 - Being a safe, thoughtful presence at events
 - Discipleship through teaching and conversation
 - Ministering relationally to the young adults
- Occasionally prepare and deliver a Sunday sermon.
- Work to connect the youth of the neighbourhood to the church, especially to the Youth Group and Sunday Services.
- Attend Sunday Services, participate in the service (e.g., AV, preaching, worship) and after the service connect with the youth who attended the service.

Qualifications & Requirements

- **Education:** Must be a current student or graduate of a Christian Bible college or seminary.
- **Career Goals:** Preference will be given to applicants whose future career goals are focused on children & youth ministry and/or Christian summer camp ministry.
- **Communication:** Must have good communication and interpersonal skills, with the specific ability to connect and communicate with youth.
- **Faith:** Must have an evident and growing relationship with Jesus Christ.

Personal Traits

- Calm and resilient
- Organized
- Team-oriented and emotionally intelligent
- Relational and culturally aware
- Practical, hands-on discipleship approach
- Community-focused
- Direct and confident communicator

- Appreciative of creativity and compassion
- Pastoral care skills with mental health awareness
- Willing to leave your comfort zone to experience and learn new things

Employment Details

- **Job Type:** Part-time
- **Term:** Indefinite
- **Wages:** \$17.00-\$22.00/hour (negotiable based on level of education and experience)
- **Regular Hours:** 15 hours/week (negotiable)

Example Schedule

Week 1.

- Prepare for Youth (3 hours)
- Lead Youth Group (3.5 hours)
- Build relationships with neighbourhood youth (4 hours)
- Participate in the Sunday service and then afterward connect with youth who attended the service (3 hours)
- Meet with Pastor (1.5 hours)

Week 2.

- Prepare for Young Adults event (2 hours)
- Work ahead on sermon (2 hours)
- Lead Young Adults (3 hours)
- Work ahead on Youth sermon (2 hours)
- Assist with Church and Youth involvement (2 hours)
- Participate in the Sunday service and then afterward connect with youth who attended the service (3 hours)
- Meet with Pastor (1 hour)

Benefits

- Flexible work schedule
 - Health care benefits
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How to Apply

The search committee will give preference to candidates whose long-term career goals include working in children & youth ministry and/or Christian summer camp ministry.

Please submit a resume and cover letter by **March 15, 2026** via either:

Canada Post:

EFC Search Committee
Evangelical Fellowship Church
10511 - 79 Avenue NW Edmonton, AB T6E 1R9

Email: efcresumes@gmail.com