

What is the name of your organization?

East Newnan Baptist Church

Applicant Information**What is the job title of the position you are seeking to fill?**

Children's Ministry Assistant

Where is the job location?

14 Cresswind Blvd Newnan, GA

How is the job classified?

- Part-time

What qualifications are desired?

- Experienced in Christian service and worship.
- Loves Children.
- Biblically sound with a lived-out Christian faith.
- Outgoing, friendly, and approachable.
- Strong organizational skills.
- Ability to prioritize and meet deadlines.
- Effective at written and oral communication
- Team player, flexible, collaborative, and shows initiative.

What are the responsibilities/duties?

1. Assist and support the Family Pastor's programs, activities, and ministry efforts as well as the overall vision and direction of the church as presented by the Senior Pastor.
2. Assist the Family Pastor in planning, promoting, and supervising a comprehensive children's and family ministry. This includes but is not limited to family activities, retreats, day trips, camps, VBS, and other mission projects throughout the year. The primary focus age group is from birth through fifth grade.
3. Build relationships with families to encourage and support faith nurturing at home.
4. Encourage the involvement of children and families in the total church program including missions, evangelism, music, and other activities.
5. Assist in recruiting, enlisting, and supporting teachers and volunteer staff for all Family Ministry activities.
6. Assist in preparations for all church events and programs as needed.
7. Coordinate Sunday activities as assigned by the Family Pastor.
8. Coordinate Wednesday night programming for the children's ministry.
9. Partner with the Family Ministry team to promote, organize, and execute the Upward Soccer Ministry.
10. Act as the Children's Ministry point person in the absence of the Family Pastor.
11. Fill in to teach classes within the Children's Ministry as necessary.
12. Assist in maintaining current information on children and families currently active in the church.
13. Assist in maintaining necessary supplies for ministering to children and families.
14. Administrative tasks as needed.
15. Other duties as assigned.
16. The part-time Children's Ministry Assistant will work 12 or more hours a week.

Are you looking for a current student or alumni?

- Current Student
- Alumni

What is the pay rate?

\$12-\$15 per hour based on experience.

Through what method would you like someone to apply?

- Email

Please provide the link or address for the application.

pastorjosh@eastnewnanbaptist.org

Additional comments

Please include the position you are applying for and a copy of your resume in your email. Thank you and I look forward to hearing from you