

**Job Description | Children’s Ministry Intern**

**Vision**
Reflecting God’s goodness and grace through generous living in our community.

**Summary**
As a new church plant, you will be part of an exciting adventure! We are inviting people new to church and faith to experience God in our worship services. New churches have a lot of flexibility but also require problem solving and creativity. It’s our desire to welcome a diverse group of people into our worshipping community.  We are open to candidates with a range of experience levels. If this sounds like you, we hope you’d consider applying.

**Church Description**
Catalyst is a church of 100, usually 65-75 attenders on Sunday mornings. Catalyst is 1/3 people under 18. It’s one of our church priorities to provide safe, gospel-centered and engaging ministry for kids birth – 18. We meet at a YMCA and use their great kid-friendly spaces for our kids ministry programs.

**Qualifications**

* Testimony of faith in Jesus Christ and willingness to serve in alignment with the theology and values of the Evangelical Covenant Church and Catalyst Covenant White Bear Lake. (see www.catalystwbl.org)
* Experience volunteering or working with children.
* People working with kids must be responsible to uphold safety guidelines, friendly to kids and families and organized in their plans for Sundays.
* Church plants require flexibility, creativity, innovation and teamwork.

**Big Picture**

* Get to know all the kids at Catalyst; names, interests, etc.
* Connect with and encourage parents as they pass on faith to their kids.
* Be a faith role model for kids and teenagers that serve.
* Participate in training and life of the church.
* Work as a team with elementary and preschool lead volunteers.
* Planning and leading ministry that benefits kids and families in following Jesus.

**Sunday Role**

* Set Up Rooms for Nursery and Catalyst Kids.
* Supervise a welcoming environment and connect with kids that arrive early including games, videos, etc.
* Touch base with volunteers serving in the Nursery and Catalyst Kids to ensure they have their plans and supplies after the logistics meeting. Maintain safety guidelines and uphold ministry policies.
* Run Check-In Table for Catalyst Kids before service. Welcome, gather info and orient new families to our ministry and check-in process.
* Assist in Kids Rooms as necessary. Occasionally serve in nursery or lead in the Kids Room.
* Connect with kids and families after service.
* Take down nursery and Catalyst Kids.

**Notes**
This position is approx. 5-7 hours a week, 3-4 hours on Sundays, 1 hour during the week for email communication and occasional meetings and special events. There is additional potential for Wednesday evening hours to help with kids programming during adult small groups. This job description can be adjusted to fit the skills and passion areas of the candidate. Base rate is $15 per hour, higher wage may be determined for relevant work experience.

If you are interested in this position, contact Cindy Jones at cindy@catalystwbl.org for next steps.