

CHILDREN'S & FAMILY MINISTRY ASSISTANT

St. Andrew's Church and School- San Antonio, TX

St. Andrew's Church is in search of an energetic, professional and loving individual to assist our Children's Ministry Steward. Children's ministry is an important part of our St. Andrew's community and we want to have a leader who is passionate and skilled in working with children of various ages and passionate about the work that leads children to Jesus.

This position will be part-time during the week. The assistant will have 2 days working in the office during the week during the hours of 9am-3pm and then Sunday mornings from approximately 7:45am-12:30pm and possibly on Sunday evenings from 5-7pm.

Reports to: Steward of Children's and Family Ministry

Job Type: Part time (salary position)

Qualifications:

- Ability to work effectively and compassionately with other team members and works well with Children's Ministry Steward and staff
- Ability to engage with children and parents in a positive and supportive manner
- Ability to recruit and oversee volunteers to help during services as the program grows
- Love of teaching and impacting children in their spiritual growth and development
- Assists in developing curriculum and lesson plans for Sunday mornings, special events and VBS
- Assists in equipping and providing support to the Children's ministry volunteers for all programming events
- Assists the Steward in planning and carrying out family fellowship events
- In the event of absence, ensures everything is set in place (above responsibilities) prior to leaving
- CPR and Safe Gatherings Certification (completion through the church upon background check clearance)
- Fulfills other responsibilities as deemed necessary by the Steward of Children's & Family Ministries