



First Christian Church

DISCIPLES OF CHRIST • 336.273.4725

1900 WEST MARKET STREET • GREENSBORO, NORTH CAROLINA 27403

First Christian Church (Disciples of Christ) is in search of a

Family Ministries Coordinator

to support the ministries of the congregation which pertain primarily to children, youth, and families.

Responsibilities:

The Family Ministries Coordinator will provide oversight to the following programs by managing schedules of volunteers and meetings; offering resources to lay leadership; providing administrative support; and encouraging growth in discipleship:

Sunday school (*grades K-12*)

Children's Church (*ages 4 – 2nd grade*)

Primary Youth Fellowship (*grades K-2*)

Junior Youth Fellowship (*grades 3-5*)

Chi Rho (*grades 6-8*)

Christian Youth Fellowship (*grades 9-12*)

Parenting Group

Other programs as they develop

The coordinator will also:

Work with the Christian Education committee in planning and volunteer recruitment;

Work with the director of youth music in scheduling rehearsals and performances;

Assist with nursery staff scheduling;

Ensure compliance with the congregation's child protection policies;

Connect families with outreach opportunities;

Encourage participation in worship;

Publicize activities;

Work toward growth, in participation and in program offerings;

Welcome new families.

Skills and Experience Needed:

The ideal candidate will have:

Commitment to the ministry of the church;

Experience working with children and families;

Experience in a ministry setting;

Skills in organization and communication;

Flexibility and ability to relate to all ages;

Schedule:

This position is designed for 15 hours per week, though the schedule will vary.

Sunday mornings: 9:00 – 12:30 (Sunday School, children's church, occasional worship duties)

Sunday evenings: 4:30 – 7:30 (Youth groups and youth music) *Schedule varies in summer.*

(over)

Other:

- 2-4 hours of regular office hours, weekly
- Check-in with senior minister, weekly
- Staff meeting, monthly
- Cabinet meetings, monthly
- Christian Education staff meetings, as scheduled
- Occasional other meetings and events, as scheduled
- Additional preparation time, as needed

Compensation:

\$13,500 annual salary; \$500 reimbursable professional expenses and mileage

To apply:

Applicants should send a letter of interest and resume to Rev. Lee Hull Moses at the above address or pastor@fccgreensboro.org.