

Church of Saint John the Evangelist, Hamilton

Ministry Description

Ministry Area	Children's Ministry	Position	Coordinator
Nature of Ministry	<p>As a member of the Children's Ministry Team, you will provide an environment in which children can encounter God and grow in Christian faith and practice.</p> <p>The purpose of your ministry walk with children in the development of their faith, to help them encounter the God revealed in the Bible and to participate with them in Christian community and discipleship.</p>		
Outline of Responsibilities	<ol style="list-style-type: none"> 1. Coordination and supervision of Children's Ministry Teacher. 2. Schedule teachers on online volunteer scheduling system. 3. Prayer for the children and teachers. 		
A Person Well-Suited	<p>Will have a passion for the Christian education of children and adults.</p> <p>Will be well organized and dependable.</p> <p>Will be enjoy working in a group setting.</p> <p>Will enjoy working with adults.</p> <p>Will be comfortable talking about their faith.</p> <p>Spiritual gifts that would apply to this ministry include: administration, teaching, creative communication, leadership, helps.</p>		
Time Commitment	Approximately one hour per week.	Length of Term	A one-year commitment is requested.
Participation Group	Children, parents, worshipping community, and teaching team.		
Support, Supervision and Training	Direct supervision of this ministry is by the Rector.		
Boundaries and Limitations	<p>Because of their age children are always vulnerable to various forms of abuse. Strict adherence to the diocesan Policy for Working with Vulnerable Persons protects those who are vulnerable and those who work with them.</p>		
Benefits to Volunteer	<p>The volunteer will enjoy a close relationship the Children's Ministry team and play a key role in their growth in discipleship. The children will help you to grow in your discipleship. The volunteer will be part of an amazing team of people who teach and care for our children.</p>		

Risk Assessment		
Risk Type	Description	Assessment
Participation and Supervision	Supervision of Children's Ministry Team.	Medium.
Setting	Group meetings.	Medium.
Nature of Relationship	Teaching children in group setting.	Medium
Degree of Authority	Limited risk.	Low.
Physical Safety	Minimal physical risks; children are vulnerable to minor injuries.	Medium.
Financial	Minimal potential.	Low.
Privileged Information	Minimal potential.	Low.
Damaged Reputation	Working with children in group setting.	Medium.
Key-Holder	May require office key for copying.	Low.
Risk Level Assessed	Medium-High.	

Screening Requirements			
	Training is required.	✓	Training is offered, but not required.
✓	Interview is required.	✓	References are required.
✓	Police Records Check (PRC) is required.	✓	PRC with vulnerable sector screening required.
	Signed statement regarding confidentiality required.	✓	Signed statement regarding ministry description required.
✓	Signed statement regarding policy on ministry with vulnerable persons required.	✓	Key-holder agreement required.

I have read and agree to assume the duties, responsibilities and expectations of a Children's Ministry Teacher as set out in this Ministry Description.

Full name (please print)

Signature

Date