



## **Employment Opportunity – Young Adult Coordinator**

Report To: Teaching Pastor

### **Job Summary:**

The Young Adult Coordinator is primarily responsible for the vision, plan, programming and leadership development for the Young Adults ministry at Grant Memorial Church. This will involve creating a vision and plan for each ministry year according to the direction of the larger church, and implementing this plan in the context of Young Adults.

### **Time Requirements:**

22.5 hours per week, 0.6 FTE. While general office hours are 8:30 to 4:30 Monday to Friday, alternative working hours will be required to meet the requirements of the position. For this position, working hours will be required for Saturday Canvas events and Sunday mornings.

### **Responsibilities:**

#### **Young Adult Leader**

- Create Vision & Plan for Young Adults Ministry
- Promote deeper relationships with Christ through modeling and teaching
- Lead and work in collaboration with the Young Adults Leadership Team
- Promote Young Adult involvement in Small Groups
- Plan regular Young Adults programming
- Provide Leadership for bi-weekly Saturday Night (CANVAS) programming
- Provide Communications to Young Adults community and Ministry Team
- Ensure Care and Support is being provided to Young Adults community
- Ensure healthy transition for graduates into the Young Adults community
- Manage Young Adults Social Media Accounts
- Provide administrative support for Young Adults Ministry

### **Qualifications:**

- College Diploma or University Degree preferred
- Experience in ministry leadership
- Demonstrates the ability to lead by example, equip and disciple young adults
- Passionate and intuitive about the development, growth and thought processes of young adults
- Proven proficiency in building and leading effective, high impact teams
- Creative thinker, who is a team player with a positive attitude

- Excellent communication skills, both verbal and written
- Proficient with computer applications and social media
- Is teachable and open to feedback and accountability

**Staff at Grant Memorial Baptist Church:**

- A sincere love for the Lord evidenced by lifestyle
- Regular attendance at weekly services
- Commitment to a small group
- Faithfulness in tithing
- Adherence to Doctrinal Statement of Faith, Core Beliefs & Lifestyle Commitment

**Other:**

- Attend weekly staff prayer meetings and general staff meetings
- Be available for collaboration with other ministry areas in implementing church-wide ministry initiatives
- Be able to interact with others and demonstrate the values of GMBC/LCS
- Be available as opportunity arises to share faith, Bible scriptures and principles based on the Statement of Faith, Core Beliefs and Lifestyle Commitment, to pray with individuals and to actively communicate a belief in the Lord Jesus Christ

**Disclaimer:**

- The above statements are intended to describe the general nature and level of work being performed by personnel assigned to this position. They are not to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

**To apply:**

Please send the following attachments to [humanresources@grantmemorial.ca](mailto:humanresources@grantmemorial.ca):

1. Resume
2. Cover Letter
3. One pastoral reference
4. Please use 'Young Adult Coordinator' in the subject line of the email.

Interested candidates should review the Statement of Faith/Community Lifestyle Commitment that follows this employment opportunity.

**Closing date:** When position filled