



The Church of the Ascension is looking for a Director of Children and Youth Ministries to work with us as we help our children and youth grow in faith.

The Church of the Ascension places a high priority on our ministry with children and youth, valuing their participation and rejoicing in their presence. The current program includes:

- Sunday School (divided into four age-based classes)
- Junior and Senior Youth Groups (in collaboration with a neighbouring church)
- quarterly Messy Church sessions (also in collaboration)
- occasional all-ages worship services
- participation in diocesan programming such as retreats and trips

The Director of Children and Youth Ministries will work with the priest and parishioners to build on this strong foundation as we discern the future shape of the ministry.

The Director of Children and Youth Ministries reports to the priest and is a de facto member of Parish Council. Active support is provided by the Children and Youth Ministries Committee.

Core Responsibilities:

- Coordinate and lead volunteers for all areas of the ministry (including recruitment, screening, training, and support)
- Advocate for and enable the full participation of youth and children in the life of the community – worship, outreach, hospitality, etc
- Build up a community of mutual care and support amongst the youth, children, and families
- Coordinate the planning and execution of Sunday school, youth group, and other programs as needed, including managing supplies
- Attend to the administrative responsibilities related to youth ministries
 - Parish Council meetings; weekly staff meeting; communications (website, social media, email, and phone), record keeping, budgeting, diocesan meetings
- Participate in the children and youth ministries of the diocese
- Participate in the effort to reach children and youth in the neighbourhood, building relationships with local community groups, schools, etc.
- Participate in the community life of the parish, including worship and occasional fellowship events

Responsibilities **not** included in this role:

- pastoral care
- curriculum creation
- young adult ministry
- regularly teaching Sunday School (although occasional substitute teaching may be required)

Church of the Ascension
253 Echo Drive
Ottawa, Ontario K1S 1N3

phone: 613-236-3958
email: office@churchoftheascension.ca
website: churchoftheascension.ca



The Anglican
Church of Canada



Essential Qualifications:

- demonstrated commitment to ongoing spiritual growth and a vibrant Christian faith
- experience coordinating volunteers
- experience (paid or voluntary) working with children, youth, and families
- ability to cultivate a team environment and work collaboratively
- experience working with people with a diversity of backgrounds, cultures, and identities
- strong interpersonal, communication and listening skills
- ability to set and maintain personal and professional boundaries
- ability to manage time and workload
- demonstrated commitment to ongoing learning
- ability to relate to children, youth, their caregivers, and parish leadership
- knowledge of (or willingness to learn about) the life, teaching, and worship of the Anglican Church of Canada, as expressed at Church of the Ascension

Desirable Qualifications:

- degree in related field (theology, education, youth ministry, volunteer management, program management, etc)
- experience in communications (social media, web, print)
- comfortable in spoken and written French

The successful applicant must:

- be trained in Basic First Aid/CPR or equivalent (or receive such training within the first 6 months)
- attend the next Diocesan Sexual Misconduct Policy workshop and sign the Policy Acknowledgement form
- get an up-to-date police records check

Contract Terms:

- permanent position
- 20 hrs/week, including 3 hours on Sunday mornings and one afternoon/week on site
- occasional evenings
- support for training, professional development, and diocesan work
- salary \$18-23/hour, depending on work experience and education, plus benefits

Please email your cover letter (no more than one page), resume, and a reflection on your spiritual journey and how it informs your work with children and youth (also no more than one page) to the Rev'd Rhonda Waters at rhonda@churchoftheascension.ca.

Applications accepted until filled