

## **Children's Ministry Coordinator\_EmpAd\_GraceLutheranChurch\_11-7-2022**

Grace Lutheran Church (ELCA) in Grafton, Wisconsin is looking for a dynamic Children's Ministry Coordinator to join our staff in a part-time capacity. Primary responsibilities include:

- Being a dedicated Christian with an inspired and passionate sense of vocation
- Support of all aspects of youth education – 3K to 5<sup>th</sup> Grade
- Selecting appropriate curriculum and materials to be implemented into the educational program and special annual events
- Act as the lead individual, and oversee Sunday School, Vacation Bible School and Christmas Program activities
- Coordinate all aspects of program implementation: student registration, ordering of supplies, facility, classroom and multimedia scheduling, managing youth volunteers
- An associate or university degree and event planning experience preferred, along with strong organizational skills

This person reports to the church pastor, with a dotted-line relationship to the Youth & Family Ministry Team.

If interested, please submit a letter of application and resume to Erica Dimmett, Youth & Family Ministries, at: [erica@gracegrifton.com](mailto:erica@gracegrifton.com), ph: 262-377-4770