**Position Summary** The Children’s Wednesday Coordinator/Leader at First United Methodist Church provides Christ-centered leadership for our mid-week children’s ministry program (grades K–5). This role ensures that Wednesday programming is Biblically based, engaging, safe, and welcoming, helping children grow in their relationship with God and one another.

**Key Responsibilities (Wednesdays 2:30-6:00 pm up to 5 hours per week)**

* Plan, organize, and lead weekly Wednesday activities for children (K–5) that are Biblically sound, age-appropriate, and aligned with the church’s mission.
* Develop or select curriculum and activities that encourage spiritual growth, fellowship, and service.
* Recruit, equip, and oversee volunteers to assist with teaching, activities, and supervision.
* Ensure all safety guidelines and Safe Sanctuaries policies are followed.
* Communicate regularly with parents, volunteers, and church leadership about program details and children’s needs.
* Coordinate special children’s events on Wednesday nights (holiday activities, service projects, etc.) as needed.
* Maintain supplies, prepare materials, and manage the program budget in coordination with church leadership.
* Provide input and evaluation for the continued improvement of the Wednesday night ministry.

**Qualifications**

* A growing personal faith in Jesus Christ and a commitment to the mission of the United Methodist Church.
* Experience working with children in a ministry or educational setting.
* Strong leadership, organization, and communication skills.
* Ability to recruit, encourage, and supervise volunteers.
* Familiarity with child safety practices and willingness to complete background checks and Safe Sanctuaries training.

**Terms of Employment**

* Up to 5 hours per week (including program time, preparation, and communication).
* Hourly wage commensurate with position and experience.
* One-year term, renewable by mutual agreement between the Coordinator/Leader and SPRC.