

St. James Cathedral

Children, Youth & Family Minister

There isn't a better time to be a part of the team at the cathedral! As we seek to implement our new vision, we need a cleric or lay person to build the ministry within the congregation and community for children, youth & families. If you thrive in a dynamic team environment, and enjoy developing relationships, then we want to hear from you!

Role: This role contributes significantly to the life of St. James Cathedral and its ministries by:

- Nurturing and supervising a healthy children, youth and family ministry at the Cathedral.
- Facilitating/coordinating Sunday Morning programs for children and youth, including “Godly Play” for children
- Organizing Seasonal Special Events and Programs around Christmas, Good Friday, Easter, March Break, Summer
- Assisting the clergy with preparation for baptisms and confirmations for children and/or youth
- Recruiting, training, managing and mentoring adult volunteers
- Providing healthy and supportive partnerships with parents in the cathedral community
- Collaborating with the Communications Specialist to provide regular updates and information on the ministry for the cathedral, diocesan and wider community
- Developing ministries for online or hybrid delivery as required, using appropriate technology and media
- Provide updates on the ministry at staff meetings, Council meetings, and the Annual Vestry meeting
- Assisting the Incumbent with the liturgical and pastoral ministrations of the cathedral (if a cleric)

Abilities, Skills, And Knowledge Requirements:

- Committed to Jesus Christ
- A working knowledge of the life and ministry of the Anglican Church
- A genuine love and compassion for families with children and youth
- Ability to build connections between those new to church life and those familiar with church life
- Proven experience working with children and youth with a focus on teaching the faith
- Strong communication, administrative and organizational skills
- Excellent creativity, strategic thinking and problem solving skills.
- Proficient with computers, Microsoft Office, social media and general administration skills
- Completion of post-secondary studies or theological education is an asset.

Terms:

- This position reports to the Vicar and requires collaboration with Clergy, Music Director, Staff, and Lay Volunteers
- 15 hours per week, with a focus on Sunday mornings & Tuesday staff meetings. However, due to the nature of the work, some weeks will involve more hours, which will be balanced with fewer hours other weeks.

If you are interested in this position, please submit your cover letter and resume to Susan So, Executive Director sso@stjamescathedral.ca.

Applications will be reviewed as received. We thank all applicants, however, only candidates selected for an interview will be contacted. St. James Cathedral is committed to an equitable and inclusive workplace, seeking to foster and support a broadly diverse staff and community.