

YOUTH COORDINATOR: Mile Hi Church – Youth and Family Ministry

Part time – 20-25 hours per week

Schedule – Sundays (3 of 4 or 4 of 5 Sundays per month), Wednesday weekday hours, additional hours are flexible and may vary.

Location – Sundays and Wednesdays on the Mile Hi Church campus, potential hybrid schedule available after training period completed.

Primary duties -

- Support the children of Mile Hi Church, particularly on Sundays, by interacting with children age birth through teen but primarily elementary age youth and their families. Includes getting to know families, spending time in classrooms, youth events, and being flexible to handle a variety of youth related needs and situations. Duties range from maintenance of supplies to teaching lessons.
- Support youth online virtual resources and social media including facebook, YouTube, Instagram, Insight Timer, youth page on church website, and Constant Contact. Includes content creation, monitoring and maintenance of all platforms.

Additional duties –

- Coordinate with marketing.
- Event creation and support.
- Video and podcast detail coordination.
- Occasional childcare.
- A little bit of everything – we have a team environment and work together on a variety of projects and details.

Skills needed –

- Must like children! Experience with children helpful.
- Strong customer service and communication skills.
- Social media interest and experience.
- General office skills including word processing, spreadsheets, and email. Experience with graphics creation and Canva helpful.
- Flexible, self-starter, and attention to detail.

Contact –

Stacy Butters, Youth Director – Youth and Family Ministry

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