

Work Description for Karen Youth Coordinator Contract Position

Position Title: Karen Youth Coordinator

Hours: anticipated up to 3 hours per week

Rate: \$25/hour

Work Summary: This individual will serve as a key communication and relationship link between Karen youth (and their families) and Karen Youth Sunday School as well as Messiah's Youth programming. This person must speak some S'gaw Karen and be fluent in both written and spoken English.

Reporting and Accountability: This individual will report to Messiah's Youth Director, will report to Messiah's Karen Church Core Team at its monthly meeting, and is accountable to Messiah's Rector and Vestry.

Contract Work Duties and Responsibilities:

Connect one-to-one at least once per year with each known Karen youth and their family to develop relationships and understand youth and family needs and situations. Document these interviews on a provided form.

Coordinate the Karen Youth Sunday School.

Attend the Messiah Youth Ministry committee meetings and be guided by Messiah's Youth Director for Sunday School curriculum selection.

Coordinate with Communications Coordinator on producing and delivering information about Karen Youth Sunday School and Messiah Youth programming (e.g. summer mission trip and camp) to Karen youth and their families.

Complete Safe Church training.

Expected hours of availability:

- On-site at Messiah on Sundays for Sunday School and/or connecting with youth and families, particularly on the first Sunday of the month for the S'gaw Karen service.
- Calling or visiting times will need to accommodate Karen family schedules, Messiah Karen youth school, club and work schedules and locations can vary across St. Paul and nearby suburbs. Many of the Karen parents work evenings, nights and/or weekends.
- As needed for reporting/connecting, attend Karen Evening Prayer at parishioner's homes on the third Sunday of each month, and monthly Karen Church Core Team meeting.

To apply please send resume and cover letter to info@messiahepiscopal.org.

Questions may also be sent to this email.