

# JOB ANNOUNCEMENT 8/31/23

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## **Youth & Family Ministry Program Assistant** **Assist with center programmatic activities for youth and families as directed.**

### **REQUIREMENTS**

- Minimum High School Diploma or GED; or some post-secondary education preferred.
- No felonies from FBI/BCII clearances, and clear drug screen
- Unwavering commitment to Christ-centered quality programs and outreach to children/families.
- Experience in youth ministry or related field; ability to effectively lead groups of children.
- Experience leading Bible study, or serving in children/youth ministry.
- Ability to lead youth after-school and summer enrichment activities.
- Positive results from a criminal background check, reference check, and drug testing.
- Strong written and verbal communication skills
- REDONDO Center: Academic year minimum Tuesday 11am-7:30 pm, Wednesday 10am-6:30 pm, Thursday 10 am-6:00 pm. Typical summer hours: 8:30 am-4:30 pm.
- ROCKFORD VILLAGE Center: Academic year minimum Monday, Tuesday & Friday 12:00 pm-7:00 pm, Thursday 10 am-2 pm. Other hours scheduled. Typical summer hours: 8:30 am-4:30 pm.
- Periodic quarterly weekend availability may be required based on the program events schedule.

### **Skills and Abilities to:**

- Share personal Christian faith in both words and actions
- Plan and carry out programs and events
- Carry out responsibilities in a timely manner
- Age 21 or older with a valid driver's license and the ability to drive a van to transport youth
- Oversee group programming & assist with family assistance (food, clothing, diapers, etc.)
- Provide engaging instruction, leadership, and mentoring for all assigned group activities
- Work with other staff to develop programming
- Meet regularly with Program Director for program review and improvement
- Provide or arrange for a thorough clean-up after all assigned group activities
- Have fun with kids

Other Duties As Assigned

Job Type: Part-time up to 25 hrs./wk.

Pay: \$13.58 per hour

COVID-19 considerations: To keep our staff safe we enforce sanitation, regular handwashing, and COVID-19 guidelines for exposure and illness.

Contact April Alexander, Chief Program Officer 330-744-2000, and provide a resume at [april\\_alexander@ohionm.org](mailto:april_alexander@ohionm.org)

