

St. Andrew's Presbyterian Church  
Kitchener, Ontario

**Position Available**

**Youth Leader Assistant**

**The Position:**

The position is intended to be a support to the Youth Leader in discussions and group activities for youth from Grade 7 through 12.

**Time Commitment:**

This position is designed for 6 hours per week from February to May. Scheduled times and dates are **Thursday evenings** from 6:15 p.m. to 9:15 p.m. plus time for preparation as well as the five scheduled weekend events.

**Functional Responsibilities:**

The Youth Leader Assistant will assist the Youth Leader with the preparations for the lessons, games, activities and retreats. This includes facilitating games, creating PowerPoint slides, printing off handouts (when needed), etc. After combined Youth group lessons, the Youth Leader Assistant will lead the Junior Youth small group discussions while the Youth Leader leads the Senior Youth small group discussion. Building relationships with the youth and the other Volunteer Youth Leaders is a very important part of the Youth Assistant role. The Youth Assistant needs to be available to occasionally take the lead on a week when the Youth Leader is away, including Thursdays at Youth Group or on Sundays for Sunday School.

**Qualifications:**

- A personal faith consistent with the theology of the Presbyterian Church in Canada.
- A genuine interest and enthusiasm for youth ministry.
- be accepting of our congregation's policy of affirming LGBTQ persons up to and including marriage and ordination
- Outgoing personality, flexible and able to connect with youth.
- Comfortable facilitating discussion groups.
- Completed Secondary school diploma or equivalent.
- Has reached a minimum age of eighteen.
- Valid driver's license an asset.
- Have an acceptable recent Police Records Check.

## **Accountability and Support:**

### **Support:**

Youth Leader  
Christian Education Coordinator  
Convener of Christian Education Committee  
Lead Minister  
Session

### **Resources:**

Leading With Care Committee  
Leading with Care Handbook (to be provided)  
Custodian Support  
Youth Parental Support  
Curriculum and media support

**Risk Management:** Variable depending on event, (see LWC Handbook page 17)

**Accountable to:** Directly to the Youth Leader, supported by the Coordinator of Christian Education & the Leading with Care Committee

All ministries at St. Andrew's Presbyterian Church are conducted under the supervision of the Session. The Youth Leader provides support and directions to the Youth Leader Assistant for day-to-day functioning; crisis situations and all matters of privacy and receives long-term support and direction from the Christian Education Committee.

**Location:** St. Andrew's Presbyterian Church  
54 Queen Street North  
Kitchener, ON N2H 2H2

**Interested applicants, please forward a resume and cover letter by February 18, 2019 to:**

e-mail: [humanresources@standrewskw.com](mailto:humanresources@standrewskw.com)

Should you require accommodations during the recruitment process, please contact the church at 519-578-4430 or [humanresources@standrews.com](mailto:humanresources@standrews.com).