



Coordinator – 2nd & 3rd Grade

Part Time: 10-15 hours per week

"I assist the ministry to 2nd and 3rd Graders."

The 2nd and 3rd Grade Coordinator will work closely with the Kids Director to implement Sunday and Wednesday programming for 2nd and 3rd graders that aligns with the mission and vision of Alderwood. They will work closely alongside the K/1 Coordinator as they run the Alderwood Bigs program together. This person will be responsible for coordinating teams, executing programs, teaching as needed, and helping recruit and manage volunteers. The ideal candidate loves to have fun and see kids connect with each other, grow in their faith, and go do what Jesus is calling them to do.

Summary of Position

- Assist in leading all Sunday and Wednesday programming for the 2/3 room at Alderwood Community Church.
- Assist in recruiting volunteers and helping them to use their talents with children.
- Oversee the 2/3 grade room. Be available for any volunteer needs and jump in if a group needs extra help. Teach the room as needed.
- Regularly inspect equipment and play areas to ensure safety and cleanliness and make sure all supplies are fully stocked.
- Assist the Kids Director with curriculum prep during the week. These can be things done from home.
- Keep the volunteer closet organized and keep volunteer bins prepped each week.
- Performs other related duties as required. Alderwood Community Church maintains the right to reassign or change duties as needed.

Basic Qualifications

- 1+ years of ministry experience, preferably kids or family ministry.
- Must be a committed follower of Jesus Christ, become a member of Alderwood Community Church, agree with our Mission and Doctrinal Statement, and be willing to promote and support all ministries of the church.

Reporting & Scope

- Reports to the Kids Director.
- Oversees the 2/3 grade volunteer team.

Physical Demands

Must be able to lift and/or move up to 25 pounds on a regular basis. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions of the job.

Compensation

- \$20.00–\$26.00 per hour.