

Upper Elementary Children's Ministry Coordinator

Position Type: Temporary, ending April 2026, part-time (20hrs/week)

Location: 17504 98a Ave NW, Edmonton AB

Position Summary

This position is responsible for ministering to the “tweens” in Grade 5 & 6 by delivering weekly children's programming and some large events during the year. KidZone exists to make Jesus known to children in greater Edmonton and to equip and empower parents to be the primary disciple makers in their children's lives.

Role responsibilities:

- Recruit and mobilize strong weekend volunteer teams.
- Responsible for leadership development for children in grades 5-6.
- Develop and manage age-appropriate weekend programming for students in grades 5-6 aligned with Beulah's vision, values, and practices.
- Plan and implement weekend and midweek programming.
- Collaborate with the Children's Ministry team to develop and implement special events.
- Build close relationships with the preteens who attend West Campus.
- Work collaboratively to transition grade 6 students into youth ministry.
- Attend volunteer and coaching meetings alongside children and youth pastors.
- Work with Adult Ministries to provide opportunities for baptism and adjust content to be age-appropriate.

What will make you thrive:

- A committed follower of Jesus Christ who demonstrates spiritual maturity and models an authentic relationship with the Lord, affirming Beulah's core beliefs, vision, values, policies and practices in word and deed.
- Passion to see children growing in their relationship with Christ.
- Able to lead ministry through recruiting, equipping, mobilizing, and coaching leaders.
- Primary spiritual gifts: teaching, leadership, administration.
- Competent in inspiring leaders, bringing enthusiasm for a shared vision.
- Strong communicator (verbal and written) who is comfortable as a public speaker.
- Proven ability to recruit and manage volunteers.
- Excellent interpersonal, time management and organizational skills.
- High standards of ethics and confidentiality to handle sensitive information.

Qualifications:

- 3 years of experience in ministry, preferably in Children's or Youth.
- Bachelor's Degree or Diploma (2 years min) from a credible Biblical Institution.
- Able to obtain a clear Vulnerable Sector Record Check.
- Candidates must be legally eligible to work in Canada before being hired.

Interested? Submit your resume and cover letter to hr@beulah.ca. No phone calls please. We thank all applicants for their interest; however, only those selected for an interview will be contacted.