

Buchanan Baptist Church, 19730 Main Street, Buchanan, Virginia, is seeking a person to serve as **Director of Student Ministries** to continue current ministries and to develop new ministries as needed.

This is a part time position with varied hours, but would require Sunday mornings and Wednesday evenings minimal. Pay rate negotiable.

Duties include but are not limited to:

- Work well and relate to children and youth.
- Have a valid driver's license.
- Submit to a criminal background check
- Recruit volunteers as needed for various activities involving children and youth.
- Coordinate with staff members and church volunteers to conduct ministries to children and youth.
- Coordinate with area organizations, schools, and other churches to provide/support ministries to children and youth.
- Show initiative in planning and preparation of ministry and other activities.
- Participate in children and youth camps and other activities.
- Rotate with and/or substitute with/for volunteers in teaching/leading Wednesday evening and Sunday morning Bible Studies and worship.
- Meet with Children's Committee and Youth Committee periodically to keep them informed as to needs and to enhance communication as well as to plan a quarterly event/activity for each age group.
- Keep and update contact information of participants in offered ministries.
- Coordinate and keep records of required training and contact information for children/youth volunteers.
- Coordinate and keep records of background checks as needed for children/youth volunteers.

Submit resume to:

Buchanan Baptist Church
Attention: Personnel Committee
PO Box 537
Buchanan, VA 24066

Email to buchananbaptistpersonnel@gmail.com