

Ministry Associate
Prairie Baptist Church
Prairie Village, KS 66208
\$24,000 per year
Part-time with flexible and remote hours
Contact Information, Kathy Pickett, Senior Pastor, 8164054122 or
kathy@prairiebaptist.org

Job Description

Prairie Baptist Church is an American Baptist affiliate congregation. We are seeking to hire a part-time Ministry Associate position. This position will have a focus on youth ministry and youth volunteer coordination. The ministry associate will work in partnership with the Senior Pastor to serve other ministry needs based on giftedness and areas of interest. Prairie has been doing the hard work of transformation while shifting our ministry and mission's organization to a less complicated, flexible, team model of function. We are a welcoming and inclusive congregation who welcomes and includes everyone. Flexibility, creativity, and openness to exploring the possibilities of being and doing church now as it relates to the future will be required. This is a great opportunity to experience and partner in ministry in a variety of ways.

Youth Ministry

- Organize and coordinate youth ministry weekly gatherings
- Provide Christ centered spiritual direction and discipleship development
- Collaborate with volunteer leadership in planning and implementing activities
- Work relationally with youth, youth parents, volunteers and others
- Maintain Prairie's risk management practices
- Create a safe and healthy space for youth to explore their faith and feel accepted
- Plan, organize, and implement the summer mission trips or camp experiences
- Oversee Sunday School volunteers and order materials
- Partner with volunteers in fund raising events
- Communicate effectively using social media tools and other
- Participate in fundraising

Other Ministry Possibilities and Opportunities for discussion

- Assist in building a young adult ministry
- Oversee tech, audio, live streaming, and recording needs
- Develop a collaborative ministry partnership for young families with PECC
- Partner in children's ministry development
- Share in worship and/or preaching
- Provide help in outreach of membership and homebound
- Coordinate hands-on ministry in the metropolitan area
- Partner in creating ongoing current cultural conversations
- Other, to be discussed collaboratively

Qualifications and Skills

- Bachelor's degree or an associate degree from an accredited school or an equivalent combination of education, training, and experience in related work
- Minimum of two years' experience in youth ministry; equivalent volunteer experience and or, career experience in related fields will be considered
- Church participation experience, faith development, and discipleship formation in a protestant tradition as foundational

Skills/Abilities:

- Profess a Christ-centered, moderate to progressive, spirituality and faith
- Have knowledge of the Bible
- Express a sense of calling to ministry
- Able to articulate your journey of faith and why you are seeking a ministry position
- Be flexible, creative, and open to sharing responsibilities as needed
- Take initiative to organize work, set priorities, meet deadlines, and complete tasks independently
- Communicate effectively, relationally, and timely using a variety of sources
- Practice good self-awareness, self-direction, and good self-management and care
- Willing to provide support and encouragement to the staff team and congregation at large
- Open to the welcome and inclusion of all people
- Demonstrate a relational approach to people using the same approach in conflict
- Practice patience, understanding, and kindness with all age groups, specifically with youth
- Have good communication, social media, computer, and writing skills

Risk Management:

- The selected candidate must participate in Prairie's risk management national screening process and pass the requirement criteria to work with children and teens
- Must be able to articulate what healthy boundaries are and appropriate conduct

Work Requirements:

- Remote work and office hours are flexible
- Presence for worship, youth gatherings, and staff meetings are expected
- Summer mission or group camp experience requires travel and 24/7 presence
- Approx. 22 hours a week with paid vacation, paid holidays, and flex time following the annual mission trip