

Child Evangelism Fellowship of NW Maryland
Summer Ministry Coordinator
2024 Job Description

This short-term position entails the following duties:

- Work closely with Jason Norris to facilitate recruitment of summer ministry volunteers, then arrange weekly club locations.
 - Estimate 2-4 hours/week during the 4 weeks from May 27-June 21 and 5-10 hours of tasks during week of July 1-5 (for practice and logistics)
- Attend CYIA (Christian Youth In Action) Training at Camp in Lynchburg, VA. The dates are June 16 –22. All expenses for the training will be paid by NW MD CEF.
- Coordinate four weeks of CEF 5-day clubs (from 7/8 – 8/2), under the direction of NW MD Ministry Coordinator Jason Norris. This includes handling details for each week's clubs, such as scheduling each club and working with club hostess, inviting kids, and transporting ministry materials to the club volunteers.
- Lead 1-2 local trainings (2-3 hours) of the 5-day club Volunteers. Each daily club is 90 minutes. The components of each club are:
 - Bible Lesson
 - Missionary Story
 - Scripture Memory
 - Songs – with appropriate motions
 - Games
 - Lesson Review activities
- Below are the anticipated weeks of our Summer CYIA 5-day clubs. We anticipate a morning and afternoon club. We may also offer an evening option (if needed).
 - July 8 -12
 - July 15-19
 - July 22-26
 - July 29-Aug.2

Estimate of 25 – 40 hours per week during 4 weeks of clubs
- May teach alongside Volunteers and support 5-Day Clubs (as needed).
- Oversee and mentor 5-day Club Volunteers, transport them as needed to club locations (must be able to drive personal vehicle). Your expenses will be re-imbursed.
- Provide wrap-up report to Jason on the processes followed and results achieved.

Pay range: \$15 - \$17 per hour (time to be reported to Jason Norris)

Prior experience with CYIA or Good News Club preferred.

Note: this position is also available as *Intern opportunity if needed for college*.

Next step:

Please complete an application (w/references) & email to northwestmarylandcef@gmail.com.

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