



## **Next Gen Coordinator (Part-Time)**

Evangel Church - Woodbridge Location

### **Overview:**

The Next Gen Coordinator is a part-time role responsible for supporting and developing the Next Generation ministries at Evangel Church's Woodbridge location. This individual will work closely with the Location Pastor and collaborate with the Next Gen Pastor and team to implement and execute programs for children and youth.

### **Major Responsibilities:**

1. Program Coordination and Implementation
  - Assist in planning and smooth executing Sunday children's and youth programs
  - Support the coordination of Friday Night Youth.
  - Contribute to the planning and execution of VBS and other central events
  - Collaborate with the Next Gen team to ensure consistency across locations
2. Team Development and Leadership
  - Recruit, train, and develop volunteers for Next Gen ministries
  - Review volunteer schedules and raise up volunteer schedulers
  - Resource volunteers
  - Foster a positive and spiritually nurturing environment for volunteers and participants
3. Administrative and Communication Tasks
  - Attend weekly EWB staff connects and participate in team meetings
  - Engage in periodic (TBD) 1:1 meetings with the Location Pastor and Next Gen Pastor.
  - Manage connections and communication with families, volunteers, and staff where needed.
  - Maintain accurate records and databases for Next Gen ministries
4. Sunday Operations
  - Oversee Sunday preparation and execution of Next Gen programs
  - Be present and actively involved during Sunday services
  - Ensure all necessary materials and resources are prepared for Sunday activities
5. Outreach and Follow-up
  - Implement strategies for connecting with new families and youth
  - Conduct follow-up communications with visitors and regular attendees
  - Collaborate with other ministry leaders to create a welcoming environment for Next Gen participants
6. Equipment and Resource Management
  - Oversee the maintenance and proper use of Next Gen ministry equipment
  - Minor troubleshooting of technical issues as they arise
  - Manage inventory of supplies and materials for Next Gen programs

**Qualifications and Skills:**

- Strong faith and commitment to Christ
- Passion for working with children and youth
- Experience in children's or youth ministry
- Excellent organizational and communication skills
- Ability to work effectively in a team environment
- Proficiency in using technology and ministry-related software
- Flexibility to work evenings and weekends as required

**Expectations for All Staff:**

- Maintain a personal, growing relationship with Jesus Christ
- Align with Evangel Church's vision, mission, values, and beliefs
- Periodically participate in staff meetings and training as required
- Collaborate effectively with other staff members and ministry leaders
- Adhere to Evangel Church's policies and procedures

**Job Qualifications:**

- Bachelor's degree preferred.

**Functional Qualities:**

- Leadership skills to inspire and mentor others.
- Administrative excellence in scheduling, planning, and communication.
- Strong decision-making and problem-solving abilities.
- Promote and model the value of collaboration.

**Personal Qualities:**

- Passion for the mission of Evangel Church.
- Integrity and professionalism in all conduct.
- Emotional intelligence and self-awareness.
- Collaborative and team-oriented mindset.
- Ability to inspire trust and confidence among team members and the congregation.
- In agreement with Evangel Church's doctrinal statement.

**Accountability:**

This position reports directly to the Woodbridge Location Pastor and collaborates closely with the Next Gen Pastor and team.

**Work Schedule:**

This is a part-time position, not to exceed 19 hours per week, including Sunday services, Friday Night Youth events, team meetings, and other ministry-related activities as scheduled.



Dear Applicant,

Thank you for your interest in the position of our NextGen Coordinator for Evangel Woodbridge. Enclosed is a comprehensive application that will allow us to get better acquainted.

Please fill it out completely and return it electronically to [jobs@evangelchurch.com](mailto:jobs@evangelchurch.com) with a copy of your resume and three references that includes the contacts name and organization, email, and telephone number.

Thank you again,

In Christ,

Chris Marinello  
Executive Director of Operations



# evangel CHURCH

Name:

Date:

Preferred Email:

Preferred Phone Number:

Please answer the following questions and return this document within one week of receipt by email, with at least three references. Thank you.

1. Describe your spiritual journey and a description of how you came to personally know Jesus. In your description, include the significant life events and people that shaped you along the way.
2. Explain your call to ministry. How do you grow and sustain yourself spiritually?
3. What are your spiritual gifts? (As referenced in 1 Corinthians 12, Romans 12, and Ephesians 4)
4. Describe how your skills, knowledge, and experience make you a good fit for this position. If you have church/ministry experience, please describe.
5. Why are you interested in working at Evangel Church?
6. We are an Assemblies of God church, even though we do not have Assemblies of God in our name, are your beliefs in agreement with the Assemblies of God doctrine? See [http://ag.org/top/Beliefs/Statement\\_of\\_Fundamental\\_Truths/sft\\_short.cfm](http://ag.org/top/Beliefs/Statement_of_Fundamental_Truths/sft_short.cfm)
7. Do you work well in teams? Are you a team builder? Are you comfortable and competent in recruiting and building a team of volunteers?
8. Are you a people person? If so explain.
9. If you are not currently employed, why did you leave your last position? If you are currently employed, why are you considering a new position?