

## **First Christian Church of Alliance, Ohio**

### **Position: Family Life Associate**

This is a 30 hour per week position and will report directly to the Senior Pastor. This opportunity is open to clergy or non-clergy, and church members or non-members alike.

### **Essential duties/requirements:**

- Provide program direction for Sunday school, Children Worship & Wonder, and Junior Church
- Order and distribute curriculum for classes
- Recruit and schedule Sunday school teachers, Worship & Wonder leaders, Junior Church leaders, nursery workers, and cover classes as needed
- Responsible for VBS planning with help from committee
- Plan and schedule summer Sunday classes
- Visit shut-ins and make hospital calls
- Fill the pulpit as needed
- Attend continuing education opportunities
- Be at church on Sunday mornings and also maintain regular office hours
- Attend Christian Education Committee meetings
- Attend church board meetings and give monthly reports
- Must pass a criminal background check