



Children's Ministry Assistant Position Description

North Park Community Church
1510 Fanshawe Park Road E.
London, Ontario
519-457-1400
careers@northpark.ca

Title Children's Ministry Assistant
Permanent, Part-Time (30 hours/week)

Reports To Director of Children's Ministry

Overview The Children's Ministry Assistant will work closely with a team to coordinate children's ministry at North Park, with a focus on Sunday mornings and engaging midweek programming to support children and families throughout the week

Responsibilities **Ministry Responsibilities**

- Provide a supportive leadership role for Sunday morning programming (executing curriculum, set-up and tear-down classrooms, environmental designs/enhancements, connecting with classroom leaders, children, and families).
- Provide a strong leadership role and work closely with the Director of Children's Ministry to develop a consistent mid-week program for children and their families.
- Assist the Director of Children's Ministry in planning and executing summer programming, including our annual kids' day camp.
- Work closely with the Director of Children's Ministry to develop a plan for kids outreach for our local neighbourhoods.
- Assist in the planning and executing of various special events throughout the year, including PD Day Programs, midweek family events as well as others.

Modeling Biblical Priorities

Responsible for upholding Biblical priorities and core values of NPCC. The Ministry Assistant should embody a growing relationship with Jesus Christ and model a strong relationship with his or her spouse and children (if applicable). The Ministry Assistant strives to fulfill his or her purpose in life and ministry while demonstrating integrity in words, relationships and actions. These objectives are accomplished by:

- Committing to regular rhythms of spiritual disciplines (i.e. prayer, scripture reading, sabbath, fasting, etc.)
- Attending a NPCC weekend service on a regular basis
- Setting appropriate boundaries with time and relationships to protect character and integrity
- Developing personal evangelism opportunities within and outside the church
- Adhering to and encompassing the qualities and characteristics required of North Park Community Church employees, as defined by the Team Handbook.
- Committing to growth in biblical and theological knowledge through regular reading and possibly classes/courses

Participate as Part of the Staff Team at NPCC.

Being a part of a staff team, the Ministry Assistant will be required to attend and participate in regular staff meetings, events and activities. The Ministry Assistant will be a part of a collaborative team that encourages, supports and assists each other in growing in ministry excellence and personal leadership development. To be successful, the Ministry Assistant will work best as a good teammate and show a willingness to learn and grow alongside others. This objective will include:

- Helping with various church events
- Attending staff training and development gatherings

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- Qualifications**
- A growing and mature Christian faith consistent with the mission and values of North Park Community Church.
 - Experience working with children (church, camp, education, childcare, or similar).
 - Excellent interpersonal and communication skills.
 - Strong organizational and administrative abilities.
 - Ability to work independently and collaboratively as part of a team.
 - Experience recruiting and supporting volunteers is an asset.
 - Experience working with children with exceptionalities is an asset.
 - Legally eligible to work in Canada.
 - Satisfactory Vulnerable Sector Check.

Expectations The successful candidate will enjoy working with children, be comfortable interacting with parents, and demonstrate a genuine commitment to sharing the love of Jesus through their words and actions.

As this position is a ministry role within the church, the successful candidate will support, uphold and promote North Park's Statement of Faith and Biblical Positions.

Working hours will be 30 hours per week. Includes Sunday mornings, weekday hours, and evening hours through the week.

Compensation \$20 - \$22 per hour depending on experience and education as applicable to this role.

Accommodation North Park Community Church is committed to providing accommodations for applicants with disabilities throughout the recruitment process. If you require accommodation, please let us know and we will work with you to meet your needs.

How to Apply Send resume and cover letter to careers@northpark.ca by August 10, 2026.