

Children's Program Coordinator  
Fox Chapel Presbyterian Church – Pittsburgh, PA  
Part-time | 5–12 hours per week | Year-round

Fox Chapel Presbyterian Church is seeking a part-time Children's Program Coordinator to join our children's ministry team. This role is ideal for someone passionate about mentoring children and supporting their faith journey through engaging programs, activities, and meaningful relationships.

FCPC is a vibrant, multi-generational church in Pittsburgh's Fox Chapel community, committed to growing disciples of Christ through worship, service, and connection. Our children's ministry is an important part of our mission—and we're looking for someone who shares that passion.

### **Responsibilities**

- Lead and assist with Kids' Church and children's ministry programming during the school year and summer
- Foster spiritual growth through relationship-building, discipleship, and lesson support
- Participate in events, Kids' Church, and Wednesday Night Live activities
- Ensure a safe, respectful, and welcoming environment at all gatherings
- Supervise students and enforce conduct expectations in line with church policies
- Coordinate volunteers for weekly children's ministry activities
- Help plan, prepare, and execute family events throughout the year.

### **Qualifications**

- Demonstrated Christian faith and commitment to children's ministry.
- Experience working with children birth – 5<sup>th</sup> grade (preferred)
- Strong interpersonal, organizational, communication skills, and a team-oriented mindset
- Experience coordinating volunteers previously approved by an organization (preferred)
- Availability for evening and weekend events
- Willingness to follow all church policies, including the Child Protection Policy
- Experience with Godly Play teaching style (preferred)

**To Apply: Send your resume and cover letter to [sam@fcpc.us](mailto:sam@fcpc.us).**