



CONSORTIUM FOR CLASSICAL LUTHERAN EDUCATION
CCLE XXIII CONFERENCE CHILDREN'S PROGRAM COORDINATOR

POSITION ANNOUNCEMENT

Qualifications

At least two years of experience working with children aged 0-12 years old. Experience in managing volunteers. Basic knowledge of safety and security procedures for children's programs. Ability to maintain discipline and order in a classroom setting. Experience in teaching and developing educational programs/activities within the context of classical Lutheran education. A background check will be required.

Responsibilities

With oversight from the executive director, the children's program coordinator will develop and organize a 3.5 day children's program with an emphasis on classical, confessional Lutheran content and will plan and/or coordinate lessons and activities that enhance the attendees' educational and spiritual experience. This will include (but may not be limited to):

- Coordinating and scheduling volunteers
- Designing lessons and planning activities
- Developing a system for coordinating drop off and pick up
- Writing a descriptive report of the children's program for use by current and future staff
- Ordering supplies

Compensation

\$2,000 plus travel expenses (not to exceed \$500)

How to apply

Send your resume and cover letter to Anna Martin at executive.director@gmail.com by February 7, 2022.