

CE Leader, Kindergarten-5th Grade (Staff: Part-Time)

Annual average of 10 hours per week @ \$20 per hour

- Purpose
 - In order to reach our goal of nurturing the children at MagPres and growing the numbers in our children's program, the K-5 Christian Education Leader will be committed to that goal and will be the coordinator, point of contact, and leader of the volunteers to make it happen.
- Major responsibilities:
 - Attend monthly CE Committee meeting
 - Be the main point of contact for Session/Congregation/Community in matters involving the K-5 children at MagPres.
 - Plan, organize, order the supplies and curriculum needed for Sunday School.
 - Make copies as needed for Sunday School and ensure the room is ready for instruction, including computer connection for online students.
 - Recruit and schedule Sunday School teachers and volunteers.
 - Plan and coordinate special events such Vacation Bible School.
 - Provide outreach to the community with the goal of bringing new students to the program and families to MagPres.
 - Maintain communication with the parents of Sunday School students, informing them of current lessons, future events, and checking in when students are absent.

Magnolia Presbyterian Church

7200 Magnolia Ave, Riverside 92504

Contact: Jeanette Prescott, Personnel Committee Chair

Personnel@magpres.com