



## Summer Program Coordinators, Kid's Ministry

(2 positions)

This position will be of interest to those with a passion for working with children & volunteers. This is a Government Grant position, and to qualify you must be between the ages of 15 – 30, be a Canadian citizen or a permanent resident.

### KEY ACCOUNTABILITIES:

- Prepare and facilitate Summer Weekend programming
- Participate in the planning and implementation of Summer kids and family events
- Assist in recruiting and training for volunteers for summer volunteers
- Involvement in June weekend Children's programs – preparation and facilitation
- Preparation of Kid's Ministries fall program materials
- Assisting in creating a communication platform with parents, volunteers and community
- Assist in creating a social media presence for SPAC Kids Ministries.

### Additional Requirements/Responsibilities:

- Complete Abuse Prevention process
- Attend staff meetings and staff chapels as scheduled.
- Follow and live by the "Rule of Life" adopted by the entire SPAC staff, and adhere to the policies and procedures of the Staff Handbook.

### QUALIFICATIONS:

- Must be between the ages of 15 – 30
- Must be a Canadian citizen or permanent resident.
- Personal, growing relationship with Jesus Christ
- Passion for kids
- Team Player
- Leadership skills
- Organizational skills
- Computer skills
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**Working Hours:** 35 hours per week – hourly wage

**Reporting to:** Amy Vetter - Kids Pastor – Team Lead, and Department supervisors where applicable.

### SPECIAL NOTES:

- Working Days – Tuesday to Friday (timing negotiable)
- Saturday/Sunday – service times (set up/clean up involvement)
- Approximate dates: May 13 to August 26, 2019

Submit Resumes to: [human.resources@spac.ca](mailto:human.resources@spac.ca)