



RE: Summer Student Applications 2024

Dear Potential Applicant:

Greetings from Encounter Church! We hope you are doing well. Thank you for your interest in joining our Summer Staff to minister to kids and to the community around us in Amherstburg.

We are pleased to offer several positions this year, such as Youth Development Coordinators (Kids & Jr.High), Digital Marketing Coordinator, Community Programs Director, Community Recreation Coordinators, Positions are available for those who are at least 15 years of age at the start date to the age of 29. Our summer students will help us to execute our camps with excellence and will need to be flexible and innovative as they will be required to reach children in new ways, as well as going out into the community to do outreach events. Please see the job descriptions on our website for full information on each position. The basic details for our camps are as follows, please be aware that you must be present for the entirety of all camp weeks and work days as per Canada Summer Jobs.

WEEK 1 – Stellar Space Camp

Dates: **July 15- 19** |
9:00am-4:00pm

Ages: For children Age 4 - Grade 8

Location: Encounter Church

WEEK 2 – Camp Firelight

Dates: **August 12- 16** |
9:00am-4:00pm

Ages: For children Age 4 - Grade 8

Location: Encounter Church

WEEK 3 – Jr.High Camp

Dates: **TBD**

Ages: For children Grade 5 to
Grade 8

Location: Encounter Church

**Subject to change*

The Application Process:

1. Apply

- Apply online by filling out our online questionnaire and uploading a Resumé in PDF format at <https://encounteraburg.breezechms.com/form/summer2024> by May 5th for all positions

2. Contact

- Only applicants who are selected will be contacted to continue the Application Process.

2. Interview

- Applicants who are asked to continue the process will be asked to book interview times.

3. Job Offer

- Selected Applicants will be contacted with a job offer.
- Applicants who were not selected will be contacted at this point to offer our regrets.

While we cannot hire every applicant, we do thank you for your interest. We are eagerly anticipating this Summer and believing that we will find the right student for each job.

Sincerely, *Pastor Daniella Coombe*

(Children's Pastor)

Youth Development Coordinators Job Description

Objective:

Under the direct supervision of the Children's Pastor, Youth Development Coordinators will supervise and instruct children ages 4 to 13 years old in a variety of activities as part of Encounter Church's Summer Programs. One Youth Development Coordinator will have the focus of children ages infant to Grade 5 and another Youth Development Coordinator will have a focus on Jr.High students grades 5 to 7.

The Youth Development Coordinator will help lead the Summer Camp and other programs of Encounter Church. The main goal of the Youth Development Coordinator is to meet the needs of children & families in the community by preparing and executing a quality camp experience to reach kids with hope in fun, creative and innovative ways. The Coordinators will also be responsible for planning many aspects of our summer camps and as well as going out into the community to reach families in new and innovative ways.

Job Details:

- Full-Time, Temporary Position
- Positions Available: 2*
 - One with a focus of children age infant to Grade 5
 - One with a focus of Jr.High, Grades 5 to 7
- Dates: Monday, **June 17th to Friday, August 23rd, 2024** *Subject to change
- Hours: **Approx. 35 Hours per week for 10 weeks** (specific schedule will vary)
 - Sunday [9am-12pm], Monday - Thursday [9am-4:30pm]**
- Work Days: **Sunday - Thursday** (Except for Camp Weeks)
- Wage: \$16.55 per hour
- Due to the nature of the Canada Summer Job Grants, no vacation days will be given

****The available positions may vary depending on the number of Canada Summer Job Grants accepted.***

*****These items are by average. Each week your work hours will vary depending on the events planned for that given week (i.e. camp week, etc.).***

Job Requirements:

- Be at least 17 years of age (by the start date)
- Applicant must have their own way of transportation to/from work
- Applicants must have a valid G2/G license and their own vehicle.
- Have a passion for children and working with them
- Have enthusiasm and skills for teaching and leading activities with children
- Have excellent organizational, communication and people skills
- Have skills with computers
- Have their own computer to use for work
- Be flexible with changes and willing to adjust on the fly
- Have the ability to be innovative and creative in all that you do
- Be successful at working in a team and communicating within a team

Job Expectations:

- To be comfortable teaching the Bible and Bible-related activities
- To demonstrate integrity, grace and helpfulness toward other leaders
- To exhibit acceptance of all people involved in our programs despite differences
- To foster a sense of connection and community in all of your interactions

Job Expectations Continued:

- To have the ability to work with those with whom you may not fully agree
- To demonstrate respect in all of your interactions with others

Job Responsibilities:

The Youth Development Coordinators shall perform all duties related to the Camp programs as well as assigned by the Pastoral Staff, including (but not limited to):

- Assist on Sunday Mornings during our services
- Assist in helping the Pastoral Staff in various ways (ie. planning events)
- Becoming familiar with each Camp theme, schedule, lessons and activities
- Performing/preparing daily bible lessons during camp
- Undergoing the proper training for working with children
- Creating / preparing other activities as needed
- Becoming familiar with assigned stations at each Camp
- Finding camp activities and creating lists of items needed for each
- Setting up and decorating the church and stations before each Camp
- Setting up activities/stations for each day of each Camp
- Overseeing the implementation of Camp schedules and activities
- Leading or overseeing activities during each day of Camp
- Supervising, encouraging and supporting Camp volunteers
- Supervising children when Special Guests visit or Special Events happen

To Apply:

If you believe you are a good fit for those positions, please fill out our online application questions and then attach your Resumé with references in PDF format by **Sunday, May 5th, 2023.**

Link to application:

<https://encounteraburg.breezechms.com/form/summer2024>