



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)

Community Recreation Coordinators Job Description

Objective:

The main goal of the Summer Staff is to assist Encounter Church with fulfilling the mission of providing ministry for children & families in Amherstburg by preparing and executing quality programming to reach kids with the Gospel message of Jesus Christ in fun, creative and innovative ways. Under the direction of the Children's Pastor, Lead Pastor, and the Youth Development Coordinators, the Community Recreation Coordinators will be responsible to assist with preparing and executing the Summer Camp and other programs of Encounter Church. They will coordinate with the rest of the summer team to complete tasks in a timely manner and execute effective programming.

Job Details:

- Full-Time, Temporary Position
- Positions Available: 2*
- Anticipated Start Date: **Tuesday, July 2nd**
- Anticipated End Date: **Friday, August 23rd, 2024**
- Hours: **35 Hours per week for 8 weeks on average** (specific schedule will vary)
 - Sunday [9am-12pm], Monday - Thursday [9am-4:30pm]**
- 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:

Successful candidates must:

- Be at least 15 years of age (by the start date)
- Have their own way of transportation to/from work
- Have a passion for children/youth and providing Christian ministry for them
- Have enthusiasm and skills for teaching and leading activities with children
- Have excellent organizational, communication and people skills
- 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 environment and communicating within a team

Job Expectations:

Successful candidates are expected to:

- Be comfortable teaching the Bible and Bible-related activities
- Demonstrate integrity, grace and helpfulness toward other staff/volunteers
- Exhibit acceptance of all people involved in our programs despite differences
- Foster a sense of connection and community in all of your interactions
- Demonstrate respect in all of your interactions with others
- Complete the proper training for working with children

Job Responsibilities:

The Community Recreation Coordinators shall perform all duties related to Church programming as assigned by the Pastoral Staff and the Youth Development Coordinator, including (but not limited to):

- Assist on Sunday Mornings during our services on the Children's Ministry or Media Team
- Assist Pastoral Team with administrative duties
- Becoming familiar with each Camp theme, schedule, lessons and activities
- Preparing and leading camp activities, stations, etc.
- Assist with setting up and decorating the church and stations before each Camp
- Supervising, encouraging and supporting Camp volunteers
- Assist with special children's programming as assigned by Pastoral staff
- Assist with set up and tear down of all summer programming
- Participate in regular staff meetings and other debrief meetings

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, 2024.**

Link to application:

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