



### **Children and Youth Workers and Counsellors**

8 Openings available with distinct focuses (see details below)

- 5 focused on Programming
- 2 focused on Communication
- 1 focused on Administration

COMPENSATION: \$15.00 - \$16.00 per hour depending on position and experience

DURATION: 9 or 16 weeks depending on the role

HOURS: Full-time (35 Hours per week)

**These positions are for students and young adults who have hearts and passion for helping families thrive and a desire to share the Gospel of Jesus. It is ideal for people who want to gain experience in many different areas including leadership, public speaking, event planning/organizing, and teaching.**

### **General Responsibilities include but are not limited to:**

- Develop and participate as a leader in summer programs for children and families.
- Plan and assist with implementation and delivery of a weekly programs for children, youth, and families
- Assist in coordinating Children's/student's Ministry connection and community events
- Assist in the development of strategies for future Children, youth, and family events.
- Recruit, lead and support a team of volunteers
- Assist Ministry staff in ongoing duties and special projects in maintaining a safe and healthy environment
- Complete team building exercises and training

### **General Qualifications:**

- Age 15-30 at start of employment
- Citizen or permanent resident of Canada
- Passion for working with children and families
- Team player, self-motivated, reliable, responsible, accountable, good time management skills
- Eager to learn from and contribute to the team
- Intermediate Microsoft WORD and Excel skills
- Able to communicate effectively to build effective relationships



**Qualifications for roles (2) focused on promotion and communication:**

- Strong written and oral communication skills
- Second language skills an asset
- Proficient in social media platforms
- Familiarity with Mailchimp, Canva and other marketing programs
- Skills in Video production an asset

**Qualifications for roles (1) focused on Administration:**

- Experience with databases
- Strong communication skills to effectively work with outside sources
- Proficient in MS Office applications
- Aptitude for working with office equipment
- Skills in problem solving

**Conditions of Employment**

Applicants WHO ARE OFFERED EMPLOYMENT must complete and pass a police security clearance before employment is confirmed.

**If you are interested in this position, please submit resume and cover letter to [office@bonavistachurch.ca](mailto:office@bonavistachurch.ca) by May 25<sup>th</sup>, 2020**