

Summer Children's Programming Coordinator



The Opportunity

Do you love working with kids and families? Do you like being creative and innovative? Is a job with lots of variety something you would enjoy? If so, we have a summer job for you! Thanks to grant funding, Cochrane Alliance Church is looking for the right person to join our children's ministry team for the summer months. We are planning some great programs and events to share the love of Jesus with kids and families in our community and church. Apply to be a part of this awesome summer ministry opportunity!

Role

The Summer Coordinator will be part of the leadership and implementation team for all summer children's programming. He/she will also be involved in developing resources that will be used in the fall.

Duration & Salary

This position is for 8-12 weeks starting May/June to July/August (negotiable)
Salary is \$18.00 per hour for 30 hours per week.

Relationships

The Summer Coordinator reports to the Children's Pastor as the primary point of mentorship and accountability. The Summer Coordinator will build relationships with children, parents and volunteers and will function as a ministry leader in the church.

Responsibilities

1. Sunday Weekend Ministry
 - a. Oversee the planning and implementation of summer Sunday curriculum for PS/K children (videos, resources, onsite materials, set up, etc).
 - b. Assist with communication of weekend programs to families and volunteers (videos, social media, email communication, etc).
2. Camp Ministry
 - a. Assist in the development and implementation of Kids Camps (Backyard Kids Camp and Soccer Camp).
 - b. Leadership involvement in Soccer Camp.
3. Oversight of Volunteers
 - a. Assist with recruitment, equipping and oversight of volunteers to help prepare, deliver and facilitate programs (Sunday School and Weekday Programs).

4. Fall Ministry Prep
 - a. Assist in preparation of Curriculum for new ministry year.
 - b. Assist with Volunteer Safe Kids training resources and administration for new church year.

Qualifications

- The applicant must be between the ages of 15-30
- The applicant must be a Canadian citizen or permanent resident.
- Leadership Skills - ability to connect effectively with children and parents. Team oriented and proven record of establishing trust and respect from others. Self-motivated and reliable.
- Communication Skills - ability to communicate well to large groups and small groups. Ability to teach the Bible to children. Ability to present the gospel to a child.
- Administrative Skills - can manage time and resources to meet deadlines and budgets. Ability to maintain records and information in an organized way.
- Flexibility - can adjust and adapt to changing situations while remaining faithful to the responsibilities.
- Personal - love of children, love of God, love of the Church. Friendly and enthusiastic. Committed to living a Christ-centered life. Able to clear a Criminal Record Check. Experience working with children in a camp or other organized setting would be an asset.

Application Process

To apply for the Summer Coordinator position or to find out more information, contact Donna Hernandez; donna@cochranealliance.com. Include the following to apply:

1. Cover letter.
2. A resume which includes a description of your training, experience, skills and abilities.

Please Note:

**You will only be contacted if your resume is being considered.
Application Deadline: when suitable applicant is found.**