

## Children's Ministries – Summer Team Associate Full-time Contract Staff Position

**REPORTS TO:** Children's Ministries Pastor

**PARTNERS WITH:** Children's Ministries Team and Volunteers

### POSITION SUMMARY

The Summer Team Associate works in a team environment to plan and facilitate summer camps. This role also involves supporting Sunday School classes and assisting with family events in Children's Ministries. This position is partially funded by Canada Summer Jobs grants and applicants must be under 30 years of age to qualify.

### CORE RESPONSIBILITIES

1. Summer Camps
  - Plan and organize engaging camp activities with the Summer Team.
  - Work in partnership with the camp staff and volunteers.
  - Assist with forms and other paperwork.
  - Foster a safe, positive and fun camp environment.
  - Lead children in lessons and activities designed to nurture their faith.
  - Effectively communicate with children, parents and volunteers.
2. Children's Ministries Support
  - Support weekend Sunday School programs.
  - Prepare lessons and materials for classes.
  - Welcome families and provide support to volunteers.
3. Family Events
  - Collaborate in the planning of family events.
  - Handle administrative tasks as needed.
  - Supervise and assist during event.

### KEY CHARACTER TRAITS

- A commitment to The Transforming Journey.
- Alignment with the Foothills Staff Covenant (provided to applicants).
- A growing, authentic relationship with Jesus that shapes every aspect of life.
- A genuine passion for serving children and their families.

#### REQUIREMENTS:

- Experience volunteering and working with children.
- Some post secondary education (preferred).
- Proficiency in MS Office (Outlook, Word, Publisher, PowerPoint).
- Strong organizational skills with the ability to prioritize tasks effectively.
- Attention to detail and problem-solving abilities.
- Excellent written and verbal communication skills.
- Volunteer experience is considered an asset.

#### WE ARE LOOKING FOR SOMEONE WHO IS:

- Passionate and willing to invest in kids, families and volunteers.
- Works well with others on a team.
- Willing to take initiative.
- Excited about inspiring, recruiting, encouraging, equipping and celebrating others.
- Loyal, honest and positive.
- Detail-oriented.

START DATE:	May/June 2026
END DATE:	August 2026
WORK HOURS:	35 hours (with flex for weekday/weekend hours)
COMPENSATION RATE:	Commensurate with experience

#### HOW TO APPLY

Please email cover letter and resume to [kids@myfoothills.ca](mailto:kids@myfoothills.ca)

This posting will remain open until the position is filled. All applicants will receive confirmation of their submission. Only those selected for an interview will be contacted.

Join us in creating unforgettable summer experiences that help children discover God's love and grow in their faith!