



Family Ministry Summer Assistant

Job Description

Position Summary

The Family Ministry Summer Assistant (Children's and Student Ministry), working under the Family Ministries Pastor and in partnership with the Student Ministries Pastor and Children's Ministry Director, will provide administrative and ministry support for the Family Ministries of Soul Sanctuary. This position is a full-time, 40 hours per week, term position from June 17 - August 30, 2024 with the potential for an extension into a part time term position come fall.

Roles and Responsibilities

- Assist in implementing Family Ministry that reflects Soul's vision, mission and culture
- Assist in training Servant Leaders at training events
- Assist with set up on ministry dates (mid-week and Sundays)
- Assist with regular parent communication
- Actively engage with Family Ministry Summer Camps
- Actively engage in Soul Kids Sunday morning ministries
- Actively engage in YOUNG LIFE and WILDLIFE mid-week ministries
- Actively engage in Sunday morning Family Ministry
- Assist with curriculum preparation
- Assist in recruiting Servant Leaders involved in Family Ministries
- Help to ensure that Protection Policies are being instituted to standard in all Family Ministry areas
- Help to ensure that Soul Sanctuary is providing a safe, clean and welcoming environment for our children, students and their families
- Ensure that all Family Ministry areas are organized
- Be an integral member of the Soul Staff team and the life of the Soul community
- Other duties as assigned

Requirements

- Prior Ministry volunteer or vocational experience
- A growing, vibrant faith in Jesus, that is evident through the pursuit of personal spiritual formation
- A love for children and students and for building their relationship with God
- Ability to handle multiple projects effectively
- Ability to learn and use Planning Center Online software
- A team player who works effectively with the staff and ministry team

- Excellent verbal and interpersonal skills
- Doctrinal alignment with Soul Sanctuary and the Pentecostal Assemblies of Canada
- A valid Child Abuse Registry Check (provided free of charge by Soul Sanctuary).
- Be between the ages of 15-30.
- Be available for the entirety of the term position, including the overnight camp Aug 26 - Aug 30

Review and Compensation

- 40 hours per week; including longer days during Soul Kids Camp and Grade 6 Discipleship Camp weeks and overnight during YOUNG + WILD Camp.
- 11 week term, June 17 - August 30
- \$16 per hour