

Monday, January 25, 2021

Wyoming Baptist Church
2021 Summer Internship:
Children's Ministry and Technology Support

Tasks and Responsibilities

The tasks related to this employment opportunity include, but are not limited to:

1. Work in cooperation with the church staff and applicable ministry teams to plan and implement JR church lessons and activities for children's ministry on the Sundays within the calendar scope of employment.
2. Assist with preparation and running of any children's ministry events over the course of the summer, including weekly camps or special events related to children's ministry. Specific focus will be for development of children's events available to the community.
3. Work in cooperation with the church staff to establish and maintain WBC records and online presence using various technology and social media platforms.

Hourly Wage Rate: \$17.00 / hr

Employment: May 25, 2021- Aug 20, 2021 (12 weeks)

Work Week: 32 hours, (flexible as scheduled in cooperation with Pastor and office staff, but must include Sunday services)

Qualifications:

- between 15 and 30 years of age
- registered as full-time student in the previous academic year and intending to return to school full-time in the next academic year
- be a Canadian citizen or permanent resident with a valid social insurance number
- have read and agree with the church doctrinal statement, and further agree to follow it in matters of conduct and instruction with respect to the ministry work environments
- Comply with all screening procedures as outlined in 4.1 The Procedures Section of the Wyoming Baptist Church Child Safety Policy and Procedures. This includes but is not limited to, a current police criminal record check, references, and information form. Prospective interns will receive more information on the screening process once their application is received.

Supervision and work relations: The successful applicant will be directly supervised by the Family & Youth pastor, will work in regular cooperation with the discipleship deacon and other applicable deacons, and will maintain regular communications with

the discipleship committee. They may also be requested to provide updates to the Elders.

Direct supervision through the Family & Youth pastor will include regular meetings, both weekly scheduled and as needed to review work schedule, plans and development of work projects. The Family & Youth pastor may, at their discretion, delegate some of this oversight to the respective ministry teams. However, the Family & Youth pastor remains responsible to ensure that the supervision is provided.

Mentoring Plan:

- The student will be requested to provide a detailed description of their summer work goals as they relate to their field of education and future career. These goals will be reviewed by the pastoral team, and in cooperation with the student, may be refined as needed to make the most of their employment opportunity.
- In consideration for both student personal goals and the demands of the position, the supervisor and the student will also establish, within the first week of employment, the specific work skills that will be targeted for development over the course of the employment window.
- Once established as priority, the supervisor will ensure that opportunities are present within the work environment to call on such skills, and regular updates by the student employee will identify the extent to which the opportunities were helpful in doing so.
- The supervisor will meet weekly with the student to reflect on their experience and develop a broader understanding of Christian ministry work within the context of church and community.

Health and Safety: All employees of WBC are accountable to the health and safety standards as defined by Ontario labour law and to follow any guidelines, standards as defined by the church in workplace policies that may be adopted.

All applications will be given fair and equal consideration. Only those applicants who will receive an interview will be contacted. Wyoming Baptist Church welcomes applications from people with disabilities. Accommodations will be made available on request for candidates taking part in all aspects of the selection process.