

Position title	Children & Families Summer Intern
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Initial	
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Revised	
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Hours Required	35-40 hours 16 weeks
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Job description

The student hired will work alongside the Children's Pastor. Their primary responsibilities will be related to our Summer Kids Camps, Sunday programs, Outreach programs partnered with the Cloverdale Community Kitchen and various admin tasks.

Specific job responsibilities:

- Assist in Running Week-long Summer Kids camp outreach (July 9th-13th).
- Organize and Run 1-day Hobby Summer Camps for kids (Wednesdays in July and August).
- Organize and Run Summer Sunday kid's programs (Every Sunday in July and August).
- Assist with outreach programs associated with Cloverdale Community kitchen.
- Assisting Children and Youth Pastor with various admin tasks.
- Assist in Summer Youth Missions trip to Mount Currie

Working relationships

Who you are responsible to	Children's Pastor
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Who you work closely with	PCC staff Team
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Skill required

- Experience in Ministry Leadership is an Asset
- High energy/self-starter
- Experience and/or desire to work with children and youth in a camp setting.
- Excellent people skills and a friendly, responsible, service-oriented attitude.
- Competent with computers doing admin work (scheduling, email and other admin tasks)
- Strong communication and teamwork abilities
- Must be flexible
- Must be able to work independently

Other comments

- Must complete a criminal record check
- Must complete the Safety and Risk management protocols