

JOB TITLE: RidgeKids Camp Leader

DATES OF EMPLOYMENT

Start Date: June 30, 2024 (8 Weeks, 35 hours per week)

ACCOUNTABILITY:

The Director of Young Families and Global Missions
The Pastor of Spiritual Formation and Leadership Development

OVERVIEW

As the RidgeKids Camp Leader, you will assist the Soccer Day Camp Coordinator in preparing for the Kids Soccer Camp. You will also assist in preparing and leading the programming for Sunday morning ministries. In both areas your focus will be specifically be on the older kids in our community.

QUALIFICATIONS:

- Fulfill the duties required of a member of Ridge Church
- Teachable attitude and humility to learn from others regardless of their positional authority
- Positive attitude about serving where needed
- Ability to effectively coordinate and project manage various events
- Ability to work in a team
- Ability to adjust plans as needs change
- Ability to coordinate teams of volunteers
- Is a clear communicator

KEY RESPONSIBILITIES:

GENERAL RIDGEKIDS PROGRAMS

- Assist with weekly Sunday morning program components
- Help with various communication duties (social media, website, promotion of children's programs through internal and external means)

- Assist with administrative components (scheduling volunteers, running pre-service meetings, etc.)
- Assist with training and recruitment of volunteers
- Ensure volunteers are available for 1:1 support for children who may need it and work to reduce barriers in programming for these kids
- Assist with development and arrangement of curriculum
- Run pre-service meetings with volunteers each Sunday
- Work with LIFT (English conversation class) to help provide childcare for newcomers to Canada who attend the program

DAY CAMP

- Assist in preparation, coordination, and logistics of camp
- Ensure that children who need additional support are able to participate as much as possible in the kid's camp programming
- Assist with the planning and prep of Kid's Camp including administrative duties like assisting with registration
- Assist with the communication for day camp
- Work with the Kid's Camp Coordinator to train volunteers for grades 1-5

OTHER EVENTS

- Assist with the planning of other summer events for Families (Family Day Out, Summer Swing, etc.)
- Help with the prep for all programming, materials and communication for families
- Attend each summer event and assist with running the programming for families

COMPENSATION

- \$18 an hour