

Summer Internship 2022

Leadership Team (May to September)



Who is eligible to apply: anyone between the ages of 15–30

Hourly Wage: \$14.35/hr

Job Title: Leadership Team Member

Number of Positions: 5

Duration of Job: May 2 – September 2 (18 weeks), 37.5 hours per week

Tasks & Responsibilities (May – June)

- Plan and coordinate a YA conference (focused on career development and personal growth)
 - Plan and coordinate lead-up events to the conference
 - Correspond with various stakeholders (ex. Venues, speakers, participants, etc.)
 - Develop the conference programme with keynote speakers
 - Plan scheduling for the conference programme
 - Create and execute a communications and marketing plan to reach the target audience
 - Prepare all equipment (audio, video, visual materials) for the conference
 - Engage participants during lead-up events
 - Facilitate group discussions and workshops during conference
 - Participant registration
 - Evaluate the success of the conference through end-of-conference survey
- Help with planning and coordinating the ESM summer retreat
- Plan and coordinate YP Retreat
- Help out with Sunday Worship
- Plan and coordinate congregation activities and events
- Develop resources and training for Camp Godspell



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Leadership Team (May to September)



Tasks & Responsibilities (July - September)

Camp leaders to be present for all activities of the summer camp. They will oversee all activities and rotate through the various activities with the campers.

- Lead staff and counsellors in the implementation of Camp Godspell
 - Develop programming for Camp Godspell
 - Train staff and counsellors in leading the children and safety policy training
 - Supervise and engage children in activities
 - Maintain a clean and safe environment for the children
 - Conduct regular meetings with church staff
 - Work as the backstage crew for musical production (creating sets, managing equipment, etc.)
 - Kitchen staff rotation to prepare snacks and lunch
 - Facilitate daily meetings with camp counsellors and other staff
 - Review performance and provide feedback to staff and counsellors
- Plan and coordinate overnight camp for Kids Church and Hi-C (end of August)
- Plan and coordinate congregation activities and events
- Help out during Sunday Worship

To Apply:

Submit responses to the following questions (500 words maximum in TOTAL):

1. What about this job interests you?
2. In what way will you contribute to the work and the team?

Submit application to: esm@timothypc.com

Application Deadline: March 15, 2022