



Two Family Ministry Intern Positions Available (Canada Summer Jobs Grant)

Status: Full-time Seasonal Contract (35 hours/week, \$18/hour)

Duration: 16 weeks beginning May 4, 2025 and ending August 24, 2025

Classification: Support Staff (Intern)

Reports to: Family Pastor

Context

BVCC exists to help people find and follow Jesus. Our strategy is to create environments where people take their next step of faith in: **belonging** to Jesus' Family, **growing** in a personal relationship with Jesus, **investing** their lives in His Kingdom, and **shining** His example and message of love wherever they go.

Role

The Family Ministry Intern will provide support for all of our family ministries under the guidance of our Family Pastor, Youth Pastor and Kids Ministry Director. They will partner with our staff and volunteers to provide high-quality family programming that connects with BVCC's mission of helping people find and follow Jesus by creating an environment where children experience belonging, grow an understanding of Jesus, discover opportunities to invest in His Kingdom and shine for Him.

Role Expectations:

- Consistently complete duties and responsibilities in a timely way
- Maintain a positive relational stance on all fronts
- Contribute to a positive and effective staff team dynamic
- A teachable and flexible approach to ministry

Requirements:

- Must be between the ages of 15-30 years on the start date of the job
- Have a valid SIN (Social Insurance Number)
- Be a Canadian citizen, permanent resident of Canada, or been granted refugee status by Canada
- A passionate follower of Jesus who models strong faith in God through their character and lifestyle
- A demonstrated passion to see young people find and follow Jesus
- Demonstrates the fruit of the Spirit and regular practice of spiritual disciplines
- Fully aligned with the beliefs, message, mission and ministry strategy (see context above) of BVCC
- Compatible with the ministry philosophy of the BVCC Elders, the Lead Pastor and the Family Pastor
- Ability to work independently as well as in partnership with BVCC pastors/staff/volunteers
- Demonstrates creativity, innovation, and flexibility as well as strong organizational skills
- A team player with strong interpersonal skills

Responsibilities:

- Provide support for our Kids Ministry Director in running Sunday morning programs for our kids
- Provide support for our Youth Pastor in running youth activities (May include a weekend retreat)
- Provide support for our Family Pastor in managing and developing our Family Ministry
- Help our Family Ministry team at special events (Church Family Picnic, Stampede, Day Camp)
- Occasional support of our entire staff team, helping them to accomplish their ministry efforts

Tasks (minimum functions)

- Serve in various Sunday Volunteer Roles with BVCC Kids as Needed
- Help with Sunday Program Material Prep (Craft materials, printing, cutting etc.)
- Help our Youth Pastor carry out Friday night and occasional Saturday youth activities
- Help to organize, supply and clean our Ministry Resource Room
- Help to update our classroom and kids ministry area décor/design
- Attend weekly BVCC Staff Meetings (Tuesdays at 9am)
- Meetings with Family Pastor, Youth Pastor and BVCC Kids Director to discuss ministry and pray
- Help with administration of Sunday Promotional Material for families (brochures, cards etc.)
- Help with Family Ministry website development and redesign
- Administrative duties such as communication, filing and Planning Center database organization
- Various other tasks assisting the rest of our staff in their ministry efforts
- Various maintenance and organizational tasks around our building

Schedule

- 8:30-4:00 Tuesday through Friday
- 8:00-12:00 Sundays
- 1 hour/week of dedicated personal Prayer/Study/Worship/Devotion
- Occasional alternate hours for special events (Picnic, Stampede Breakfast, Kids Camp)

In order to apply, please send your resume, along with a cover letter which briefly details why you are applying and why you feel that you might be a good fit for the position.

Applications can be submitted by email to peter@bvcchurch.ca

Application deadline is April 21, 2025.