

## **Community Event and Summer Camp Co-Directors**

**Positions available:** Up to 3

**Supervisor:** Pastor of Community Engagement

**Length of Time:** 16 weeks, 35 hours a week

**Wage:** \$17.60 per hour

**Hours of work:** Sundays are mandatory; other hours will be completed as per the program. Weekend and evening work required.

**Start date:** Monday, May 4, 2026

**End date:** Sunday, August 23, 2026

Forward Baptist Church is a diverse congregation serving the Lord in the heart of Toronto for 107 years. Our summer internship position is designed to give you a hands-on summer ministry experience working at a gospel-focused Church. You will be part of the Forward ministry team, planning, participating in, and/or leading in various ministry settings. This internship is more than just running kids camps; it is designed so you will grow in Christ, seek to glorify God with your life and future pursuits and be challenged to share the gospel. You will learn valuable skills as you grow in trusting God, working with a team, strategic planning, and hard work. This may be your position if you are interested in a rewarding and challenging summer.

### Requirements:

1. You must be a person who loves Jesus, loves the gospel, has a servant's heart, is hard-working, enjoys working with kids, works well in a team, loves the local church, is ready for a fantastic summer and is prepared to make it the best summer possible for others.
2. Pass a vulnerable sector police check.
3. Agree with Forward Baptist Church's statement of beliefs and policies.

### Health and Safety Training

The following certificate training will be provided to summer employees if required:

1. First Aid and CPR training
2. Ontario: Supervisor health and safety awareness in 5 steps - Certificate

### Supervision and Mentoring:

1. Meet regularly in person with your direct supervisor to receive feedback on your work.
2. Meet weekly with the church and summer staff for prayer, planning and discussion of ministry involvement.
3. Summer Intern and Staff Book Study
4. Meet with a mentor multiple times in the summer to provide coaching, encouragement, and feedback.

Responsibilities:

**Summer Camps:**

You will be responsible for five summer camps: planning, recruiting volunteers, registration, directing, and implementing all summer camp programs. Our camps will focus on kids in junior kindergarten to Grade 12.

Name	Dates	Length	Times	Age/ Grade
Basketball Camp	June 29 - July 3	4 Days (M, T, T, F)	9 am - 3 pm	Gr 6 - 10 Gr 11/12 Helpers
Forward Kids Camp -Rainforest Falls VBS	July 13 -17	5 Days (M-F)	9 am - 12 pm	Gr JK-6
Serve Camp (LIT CAMP)	July 13-17	5 Days	9 am - 3 pm	Gr 7-12
Create Camp	July 27 - 31	5 Days (M-F)	9 am - 3 pm	Gr 4 - 8
Youth Camp	August 10 - 14	5 Days (M-F)	9 am - 3 pm	Gr 6 - 12

**Jr. Youth Programming (Grades 3-6):** Assist in planning and running our monthly Jr. Youth events for students in grades 3-6.

**Children's Programming:** Assist with children's programming for kids aged 0 - 12 on Sundays and at other times as needed. You will assist in preparing the children's ministry curriculum for the summer and fall.

**Youth Ministry:** Assist in the youth ministry at various times throughout the internship as needed. This may include joining the Wednesday night youth group and participating in various monthly events.

**Other Ministry Opportunities in the Summer:**

Participate in other ministries throughout the summer. You will also be able to use the gifts and skills that God has given you. Examples include Worship Teams, Tech Ministries, leading Bible studies, discipleship, preaching, outreach, Ministry Appreciation Events, and our Street Party.

### **Community Engagement**

You will be responsible for planning and implementing the following events over the next 4 months: a Community Street Party, a Ministry appreciation gala, and others.

### **Food Bank**

Assist with the monthly food bank, distributing food to up to 80 guests.

### **Planning/Administration:**

1. Bulletin and print material - Work with our communications director to design and produce online and print materials. Ex. bulletins, postcards, large signs, etc.
2. Help with general office administration as needed. Ex, answering phones, doors, helping with mail, photocopying, etc.
3. Programs we use: G Suite, EasyWorship, Planning Center, Canva, Publisher, and Illustrator. (Training will be provided as needed.)
4. Additional duties and responsibilities as needed

**For additional info or to send a resume with a cover letter, Contact: Aaron Woodhouse, 647-230-8915 or [aaron@forwardbaptist.com](mailto:aaron@forwardbaptist.com)**

***We thank all applicants; however, only those candidates selected for an interview will be contacted.***