

Pastoral Summer Internship

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 designed so that 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. You will have the opportunity to preach, teach, grow in pastoral care, lead summer camps, and develop planning and administrative skills. This position may be right for you 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:

Preaching/Teaching: Work with pastoral staff to prepare and deliver sermons or teaching throughout the internship in various settings and group sizes. Sermons will be evaluated to provide feedback, encouragement, and room for growth.

Small Group Bible Study/Prayer Meeting: You will have the opportunity to prepare devotional messages or to lead a small group based on sermon discussion questions. Lead some meetings; duties include knowing prayer requests that come up each week and providing input for the prayer bulletin.

Participate in pastoral visitation: Join the pastoral staff in a visitation. Participate in funeral services as they come up.

Youth Ministry: Assist in the youth ministry at various times throughout the internship with the intention of seeing how a youth ministry functions and gaining valuable insight into the behind-the-scenes operations of youth ministry.

Summer Camps: You will be responsible for up to 5 summer camps, including planning, recruiting volunteers, registering participants, 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. You may also prepare a new stage design and program planning for the 2025-2026 Pa Day kids camps.

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 4 months: Community Street Party, vendor table at a local school Fun Fair, Ministry appreciation gala, and others.

Food Bank: Assist with monthly food distribution, serving 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

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