

SUMMER STUFF VOLUNTEER COORDINATOR (STAFFING COORDINATOR)

MISSION

We're on a mission to point people to Jesus. For over 60 years we have pursued the same mission in Kelowna and we're just getting started. Want to be a part of the mission, let's chat!

CONNECT

www.trinitychurchkelowna.ca
(250)860-3273
[@trinitykelowna](https://www.instagram.com/trinitykelowna)

APPLY

Please send resume and cover letter to summerstuff@trinitykelowna.ca

IMPORTANT

Start dates, # of weeks, and wage to be confirmed before final job offer.

ROLE

- Start Date: June 4, 2022
- Full-time/40 hours per week
- 7 weeks

The Summer Stuff Volunteer Coordinator will:

- Assist the Summer Stuff Lead in organizing and executing Summer Stuff.
- Work with the Summer Stuff team to plan and execute intentional programming for children ages 3 – 12 in one weeklong day camp experience
- Take point leadership of building a volunteer team through recruitment, placement, training and evaluation to maximize the mentorship that day camp can provide.
- Learn to identify a volunteer's individual strength's to pull a team together while mentoring and supervising volunteers in this leadership role.
- Ensure clear, concise and timely communication with students, parents and other volunteers and be consistent with timely follow-through.
- Create a team of volunteers to create intentional family experiences as part of Summer Stuff and Trinity Kids weekend programming.
- Require skills in writing, talking on the phone, visual presentation and verbal communication for volunteer training events.
- Support volunteer organization, management, and administration.

PROTECTION SCREENING

All applicants will be required to complete a Criminal Record Check. Post open until position filled.

REPORTING & MENTORING

This role reports to Jared Patterson, Trinity Kids Pastor.
Regular mentorship gatherings will be led by Sarah Stanley, Director of NextGen.