

## SUMMER KIDZONE MINISTRIES ASSOCIATE

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**JOB TITLE:** Summer KidZone Ministry Associate  
**REPORTS TO:** Kidzone Team Leader  
**POSITION STATUS:** Full time Internship (37.5 Hours/Week for 16 weeks)

### **POSITION:**

The Summer KidZone Ministries Associate will oversee and execute a high-level summer ministry for Children aged 3-11. In partnership with leadership and volunteers, this person will assume responsibility for all facets of the summer KidZone Ministry and ensure that children have every opportunity to KNOW, LOVE and SERVE Jesus through the preschool KidZone summer ministry and Day Camp. The Summer KidZone Ministries Associate will also work on various other projects listed below.

### **Relationships:**

The successful applicant will report to the KidZone Ministry Leader in consultation with the Lead Pastor. They will work directly with teams of volunteers and leaders, running alongside them to execute the Summer Kidzone Ministry. They are expected to hold a good working relationship with all church staff, members, and leaders. The Summer KidZone Ministries Associate will also work closely with the KidZone Leader to ensure a seamless delivery of ministry throughout the term of the position. For the term of this position, they will be considered a regular staff member and be expected to operate as such.

### **AREAS OF RESPONSIBILITY:**

#### **PRESCHOOL 25% (~9.5 Hours/Week)**

- Administrate, lead and recruit people for an effective summer preschool ministry, ensuring that week to week, there is programming offered and ready for families to engage with.
- Recruit and empower volunteers.
- Ensure that snacks and crafts are available on Sunday mornings.
- Ensure that the curriculum is being utilized and presented in a way that is relevant to the preschool audience.

#### **DAYCAMP 50% (~18.5 Hours/Week)**

- Lead, administer, and execute the 2026 Summer Day Camp for children aged 3-11.
- Recruit and develop teams who will assist and oversee key areas of the Day Camp ministry, ensuring that they execute and deliver on objectives and key tasks.
- Recruit and register children to attend.
- Administrate and execute the schedule, calendar, finances, purchasing, planning, marketing, communication and delivery of all aspects of Day Camp.
- Participate in and lead the Day Camp Sunday Morning Worship Service, providing a highlight video and actively participating with the Sunday Morning Leadership Team(s).

- Liaise with other churches and workers from the Lethbridge region to encourage, partner and develop an excellent summer program.
- Clean the KidZone Resource closet and areas - ensuring that the KidZone Ministry areas are “ready to go” for the fall ministry season.
- Meet and cooperate regularly with the KidZone Ministry Leader (Christina) to ensure seamless delivery of programs and ministries.
- Provide updates and reports to UDAC leadership on the progress and execution of key ministry areas and projects.

#### **GENERAL 25% (~9.5 Hours/Week)**

- Participate in weekly staff meetings.
- Participate in weekly supervisor meetings.
- Participate and assist with the Discipleship programs for kids: Kinderlaunch and Launch (grade 5).
- Develop, in partnership with the KidZone Ministry Leader, a kids area for the Whoop Up Days BBQ (August 18<sup>th</sup>)
- Other duties as assigned.

#### **QUALIFICATIONS:**

- A genuine and growing relationship with Jesus modelled through spiritual maturity and a genuine affection for the Lord.
- A spiritual giftedness in shepherding and service, a person of integrity who genuinely cares and loves others while providing inspiring servant leadership to help others step forward.
- A willingness to learn and be mentored under experienced ministry leaders and a flexibility to try new things.
- A willingness to continue to serve beyond the terms of this summer position. Preference will be given to someone who can continue to serve in the fall, helping the ministry take the next steps and who would have insight as to what those steps might be.
- Legally eligible to work in Canada before being hired, and a willingness to complete a screening process.

#### **TERMS OF EMPLOYMENT:**

Sundays plus 4 days Monday to Friday 9am – 5pm with Saturday and one other day off during the week.