

Calvary Logos Baptist Church

VBS 2023 Summer Positions



Venue:

VBS 2023 will be held in ***Fred Varley Public School*** at 81 Alexander Lawrie Ave. in Markham (McCowan/north of 16th Ave.) between July 10-21 (Mon-Fri) from 8:30 a.m. to 5:30 p.m.

Our VBS program receives financial assistance from the government - Canada Summer Jobs program.

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Pre-VBS (Week 1-3):

Preparation will be conducted mostly at *Calvary Logos Baptist Church* at 241 Alexmuir Blvd. in Scarborough starting between June 12 - July 3. During the school term, it can be conducted at home. **(Total 62 hours)**

Volunteer training will be conducted in *Calvary Logos Baptist Church* at 241 Alexmuir Blvd. in Scarborough between July 4 - 8 (Tues- Fri) from 10:00a.m. to 4:30p.m. **(Total 25.5 hours)**

During VBS (Week 4-5):

VBS will be held at *Fred Varley Public School* between July 10-21 (Mon-Fri) from 8:30 a.m. to 5:45 p.m. **(Total: 92.5 hours)**

General Responsibilities:

- Come in at 8:30 am every day during VBS
- Assist sign-in-and-out
- Usher kids to classrooms
- Walk kids to washrooms
- Help set up lunchroom for kids
- Help maintain discipline and order throughout the day
- Keep each other accountable and observe all rules, safety precautions and guidelines
- Attend Fanfare between 3:30-4:30 pm for ministry feedback and evaluation
- Stay and watch afterschool kids till 5:30 pm

Specific Responsibilities:

- 5 positions are available for application. See specific responsibilities below according to different positions.

Closing Date: Sunday April 9, 2023

Please submit résumé before closing date to:

Calvary Logos Baptist Church
241 Alexmuir Blvd.
Scarborough, ON M1V 2W6
Tel: (416) 297-8787
Fax: (416) 297-5404
E-mail: vbs@calvarylogos.ca

We thank all applicants for their interest, however, only those selected for further consideration will be contacted and interviewed within two weeks after closing. Police check, ministry worker application and 2 copies of references will be requested.

Calvary Logos Baptist Church
VBS 2023 Summer Positions

Title: Project Lead

No. of positions: 1

Duration: June 12- July 21, 2023
[This is a 6-weeks position. Total hours: 180]

Eligibility:

- Canadian citizen or permanent resident;
- Legally entitled to work in Canada;
- Excellent team, organizational, interpersonal, verbal and written communication skills;
- Eager to learn and serve with a high level of initiative and discipline.
- Police reference check and two references will be requested.

Job description:

- **During VBS preparation** you are required to work closely with pastoral representatives and director of VBS. You are responsible for organizing and overseeing the entire planning, scheduling, budgeting and operation of VBS from the beginning to the end.
- You are required to design and build new procedures and processes as needed; and empower each worker to follow them through.
- You are required to meet each coordinator periodically to ensure all preparations are completed within a timely manner. You are also required to report progress to the Pastoral representative and/or VBS director.
- You must get to know all workers and volunteers; use various means and ways to help the whole team facilitate better communications in order to build a strong team of VBS staffs & volunteers.
- You are expected to teach and reinforce safety policies and guidelines; ensure all workers and participants comply with the guidelines.
- **During VBS** stay on-site at ALL TIME during the entire operation. You are responsible for facilitating station rotations, room assignment, encouragement board, sign-in-and-out procedures and daily operational feedback and evaluation including Fanfair. You are obligated to share and discuss any conflicts, special requests and suggestions made by kids, parents, staff and helpers to VBS director and pastoral representatives.

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VBS 2023 Summer Positions

Title: **Art & Craft Coordinator**

No. of positions: 1

Duration: June 12- July 21, 2023
[This is a 6-weeks position. Total hours: 180]

Eligibility:

- Canadian citizens or permanent residents;
- Legally entitled to work in Canada;
- Excellent team, organizational, interpersonal and communication skills;
- Must be creative, have passion and basic training in art;
- Eager to learn and serve with a high level of initiative and discipline;
- Multi-tasking and flexible to assist other station leaders
- Police reference check and two references will be requested.

Job description:

- As the **Art & Craft Coordinator** you believe God uses all kinds of medium to communicate his love to his people. That includes your work and your presence. Hence, your specific role is to make each session fun and enjoyable; encourage kids to stretch their imagination and creativity.
- This year our theme is ***Stellar- Shine Jesus light***. Successful candidate would be one who can come up with fun craft or project ideas that matches with the theme. Through various raw materials, kids can make and build things out of nothing into something meaningful.
- **During VBS preparation weeks**, you are required to draft out a detailed step-to-step plan so that your assistants can easily learn and follow. Train your assistants well to be patient with kids who might require more assistance. That includes: to organize kids in smaller groups & to assign a helper for each smaller group to help you facilitate the session.
- You are also required to come up with ideas on how to decorate the VBS facility in a cost effective way.
- **During VBS** every afternoon you will be teaching 2 sessions of craft for junior and senior kids. Each session is about 40 minutes long. Each group has about 25 kids. You need to adjust the level of difficulties for different age groups but be flexible enough to encourage their own creativity. Every morning you will be serving as a supportive staff assisting other staff in areas of need.
- **At the end of VBS** you are responsible to sort out all the leftover materials and help organize them into different boxes in the church for storage.

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Title: **Science Fun Coordinator**

No. of positions: 1

Duration: June 12- July 21, 2023
[This is a 6-weeks position. Total hours: 180]

Eligibility:

- Canadian citizens or permanent residents;
- Legally entitled to work in Canada;
- Excellent leadership, interpersonal and communication skills;
- Energetic, enthusiastic, fun, passionate about science;
- Must observe all rules and safety precautions and guidelines set up by the church;
- Eager to learn and serve with a high level of initiative and discipline;
- Multi-tasking and flexible to assist other station leaders
- Police reference check and two references will be requested.

Job description:

- As the **Science Fun Coordinator**, your role is to inspire children to draw the connection between Science and Faith. You are required to design Science Fun activities appropriate to kids' age group and level of understanding each day. You must put the children's safety as your top priority. Please avoid the use of any type of hazardous materials that cause allergic reactions, poisons or potential explosions.
- You are also responsible for preparing the kids to perform at the closing ceremony, thorough songs, drama, etc.
- **During the preparation weeks** you are required to draft out a detailed project plan with instructions, rules and guidelines so that your assistants can easily follow through. You are responsible to train your assistants well by empowering them to teach and/or answer questions raised by children. Once the plan and preparation are done, you will be asked to share some administrative duties and support other staff.
- You are also required to ensure the overall cost is within your station budget.
- **During the first week of VBS each morning** you will be teaching each science fun lesson to 3 rotations. You are responsible to bring all supplies and equipment needed, to clean up thoroughly after each session and to ensure all supplies and equipment are packed up safely.
- **During the 2nd week of VBS each morning** you will be helping the kids to be ready to perform at the closing ceremony.
- **During VBS in the afternoon** you will be playing a supportive role to assist other staffs in areas of need.

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VBS 2023 Summer Positions

Title: **Sport & Recreation Coordinator**

No. of positions: 1

Duration: June 12- July 21, 2023
[This is a 6-weeks position. Total hours: 180]

Eligibility:

- Canadian citizens or permanent residents;
- Legally entitled to work in Canada;
- Excellent leadership, interpersonal and communication skills;
- Energetic, enthusiastic, fun, passionate about sports;
- Must learn to love and respect each kid without favoritism;
- Must observe all rules and safety precautions and guidelines set up by the church;
- Eager to learn and serve with a high level of initiative and discipline;
- Had first aid basic training or with certificate would be an asset;
- Police reference check and two references will be requested.

Job description:

- As the **Sport & Recreation Coordinator**, you are required to design varieties of Group Game activities (physical or mental) that (1) help break the ice between leaders and campers; (2) build friendship between campers with one another; (3) consider gender, age and developmental stages, introverts and extroverts, etc.
- **During the VBS preparation weeks** you are required to prepare a lot of games especially indoor games to make full use of the gym. There's a nearby park called Laurie Park with a splash pad that you can use. You are required (1) to draft out a detailed game plan with instructions, rules and guidelines so that game assistants can easily follow through; (2) to train your assistants well: not just knowing how to play the games, but how to play safe and fair; (3) to discourage bullying or favoritism: reinforce disciplines consistently in truth and in love. Once the plan and preparation are done, you will be asked to share some administrative duties and support other staff.
- **During VBS** you are responsible to prepare all game supplies and equipment ahead. Make sure all supplies and equipment are packed up and locked up after each session. Focus on teambuilding. Set a good role model for the kids and all helpers.

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VBS 2023 Summer Positions

Title: **Music & Drama Coordinator**

No. of positions: 1

Duration: June 12- July 21, 2023
[This is a 6-weeks position. Total hours: 180]

Eligibility:

- Canadian citizens or permanent residents;
- Legally entitled to work in Canada;
- Excellent team, organizational, interpersonal and communication skills;
- Must be creative, have passion and basic training in music and drama;
- Must be comfortable leading in front of large groups with enthusiasm and expression.
- Knowledge of the Bible is an ASSET
- Police reference check may be requested;
- Eager to learn and serve with a high level of initiative and discipline.

Job description:

- As the **Music & Drama Coordinator** you believe VBS songs and drama can draw the heart of the people back to worshipping God. You believe the word of God can be communicated through songs and proclaimed during each morning and afternoon's praise time. You love God and desire to lift up your voice and spirit to lead others into worship. Through prayers, you believe you can be God's messenger and his channel of blessings.
- **During VBS preparation week** you will be asked to draft out drama scripts to communicate, teach and express the love of God by working closely with the Project Lead. You are also required to train helpers to assist you to act out your drama scripts.
- You must also get yourself familiar with all the VBS songs and actions of songs provided. And then recruit and train worship and drama assistants to assist you as a team to lead.
- You are also required to prepare gospel lessons and use different methods to teach the kids using the material provided.
- **During VBS** we start each day off with much prayer with team members as well as with kids, relying on the work and power of the Holy Spirit. Be delighted in the work of the Lord as you lift up His name and give Him glory through singing and actions. Then you will be teaching bible lessons with a group of kids.