

Recruiting VBC Coordinators (8 Week Paid Position)

To apply for this job, please send your resume and cover letter to the email address below.

Job Description:

- Plan, supervise & execute the VBC program and closing ceremony in conjunction with the children's pastors
- Assist in recruitment of all volunteers including assigning roles, planning and helping run volunteer training
- Assist in various camp-related admin including but not limited to creating camp calendars, class lists, tax receipts, etc.
- Give each volunteer a brief evaluation at the end of the camp for record
- Interact with parents about certain aspects of the camp (child placement, programming, special requests in regards to medical and grouping etc.)
- MC at the Closing Ceremony dinner

Requirements

- Must be 18+ and fluent in English
- Must be physically present in Toronto most of the time during the months of June to early August in order to plan for camp and must attend VBC full time during the four weeks of camp and the week of training prior to that
- Must have experience leading 50+ children in some capacity

For more information or to apply, please email Pastor Joanne at

Joanne.Lee@mcbc.com