

## Summer Employment Opportunities for 2 Students

Position: **Community Life and Children's Activity Worker**

Location: Grace Presbyterian Church, 1220 Old Tenth Line Rd., Orléans, 613-824-9260

Hours: 30 to 32 hours per week for 8 weeks, flexible schedule: starting June 28, 2026 (flexible start date)

Salary: \$17.60 per hour funded by a Canada Summer Jobs grant

Eligibility: Must be between 15-30 years old, preferably with experience leading children's programs

### Tasks and responsibilities:

- Coordinate and implement a Vacation Bible Camp (VBS) and assist with the outcome assessment.
- Develop and distribute promotional material to advertise the VBS and other children's programs.
- Develop and implement a children's program to be run during worship services with coordinating crafts and/or activities.
- Provide for the physical, emotional and spiritual needs of children in our care.
- Coordinate and plan inter-generational social and fundraising activities .
- Assist with community outreach and fundraising opportunities.
- Perform some administrative duties including answering email, filing and taking phone messages.
- Possibly assist with outdoor maintenance that may include cutting the grass or leaf blowing.

### Qualifications:

- Commitment to the doctrine, vision, mission and core values of Grace Church.
- Love for the Lord lived out in life.
- Strong administration and communication skills with all ages.
- Experience in leading and teaching youth and children.
- Self-starter, creative, joyful, energetic team player.
- Technical skills including web meetings, creating and sharing videos
- Must have an updated police records check.

### Supervision plan and mentoring plan:

The successful candidates will receive ongoing mentoring under the supervision of the administrative assistant, an experienced Sunday School teacher and other adults involved in children's ministry.

**Closing date for applications:** May 15, 2026

**Send applications to:** Arlene Lamadeleine  
Office Administrator  
Grace Presbyterian Church  
1220 Old Tenth Line Road  
Orleans, ON K1E 3W7  
Email: [summerstudent@graceorleans.ca](mailto:summerstudent@graceorleans.ca)

Please have **references** available on request.