Mimico Baptist Church
Job Description – Summer Children's Ministry Specialist

1. **General Description:**
   The Summer Children's Ministry Specialist (SCMS) will create and implement children's and family ministry summer initiatives. They will reach into the community with creative and fun programs for kids and families in the Mimico area.

2. **Reporting Relationship:**
   - Supervised by the Summer Coordinator
   - Oversee volunteers as assigned.

3. **Work Schedule:**
   Funding is currently being established for this role. We can provide you more information at the interview. Please discuss specifics with the Director of Children's Ministry.

4. **Salary**
   Remuneration will be shared with candidates during the interview.

5. **Duties and Responsibilities:**
   - Create and implement children and family initiatives in accordance to the mission and values of Mimico Baptist Church for Summer 2022.
   - Assist in developing program and lead the assigned children's programming meetings (either online or in-person).
   - Assist in implementation of volunteer training(s), camp, Holiday Club and any other events
   - Maintain regular communication with parents.
   - Assist with developing and celebrating volunteers
   - Maintaining inventory of children's ministry supplies
   - Understand and implement the Safe Practices Policies of Mimico Baptist Church
   - Follow government recommended safety precautions due to the pandemic.
   - Coordinate with other ministry programs within MBC or other CBOQ churches
   - Other duties as assigned

6. **Job Qualifications:**
   - Experience working or volunteering with children
   - Excellent relational skills with children and parents
   - Leadership and ability to work with others
   - Works well with a team
   - Excellent communication and relational skills
   - Works well independently and has good organizational skills
   - Cleared through MBC's child protection policy screening

- Creativity and writing skills
- High competency in computer skills
- Comfort in a Christian faith environment
- Musical skills an asset
- Basic First Aid training an asset