

Full-Time Ministry Assistant (7 weeks 40 Hours Per Week)

Background of Westlife Church

Westlife's Vision: Know God, Be Like Jesus, and Change the World

Westlife's Strategy: Encounter God on Together on Sundays, Engage in a Westlife Group, Equip to Serve, and Empower to Share

Responsibilities

- Assist:
 - Assist in developing and administering tasks associated with Westlife events and communications.
 - Assist with Church Community Events
 - Developing weekly connecting events
 - Implement the plans for events
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 - Assist Social Media Pastor with various responsibilities in these areas
 - Facebook, Instagram Posts
 - Live Streaming services
 - Weekly maintain the outdoor environment in conjunction with other Summer Students.
 - Lawn care
 - Garden care

Other

- Uphold and implement Westlife's vision and strategy.
- Assist with the Sunday morning experience in various departments including but not limited to Worship and Kids.
- Other duties as assigned.

Qualifications

- Have a vibrant, committed and growing relationship with Christ, demonstrated in the fruit of the Spirit.
- Be committed to the people, ministry, and vision of Westlife Church.
- Be a lifelong learner.
- Have a heart to see God's people empowered for ministry.
- Be humble, teachable, and accountable.

Accountability

- This position is responsible to the Pastor of Summit Kids, Women's Ministry, Events and Communications.

Application

- To apply, send your resume with a letter sharing your summary of experience working with social media and marketing, as well as your heart and passion for this role. Review of applications will begin upon application.
- This position is in conjunction with the Canada Summer Jobs program and all applicants are to be between the ages of 15-30.
- Send resume and cover letter to kara@westlifechurch.ca.
- Note: This position is conditional on the completion and review of a criminal record check.
- We are looking for this position to start July 18th and end September 1.