

Calvary Logos Baptist Church  
VBS 2021 Summer Positions



## **Pre-VBS (Week 1-4):**

Preparation will be done at home between July 5-July 30 (including 4 Saturdays in July). Staff and Volunteer Meetings will be held through Zoom . **(Total 126 hrs)**

## **During VBS (Week 5-6):**

VBS will be held virtually between August 3-13 (Mon-Fri) from 9:30 a.m. to 3:30 p.m. **(Total: 54 hours)**

### **Specific Responsibilities:**

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

**Closing Date:** Friday May 21st, 2021

Please email résumé before closing date to:

**E-mail:** [vbs@calvarylogos.ca](mailto:vbs@calvarylogos.ca)

**For information please contact Freda Wong at 416-275-9898 or**

**Rev Raymond Chan at (416) 297-8787**

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 2021 Summer Position

**Title:**                    **Project Lead**

**No. of positions:**    1

**Duration:**            July 5- August 13, 2021  
[This is a 6-weeks position. Total hours: 180]

**Eligibility:**

- Between 15 and 30 years of age at the start of the employment;
- 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 VBS director. 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 staffs 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.
- You must also set different programs and/or workshops to train up volunteers and staffs so they are equipped to take the coordinator/ leadership role next year.
- **During VBS** you must stay at ALL TIME during the entire operation. You are responsible for daily operational feedback and evaluation including Fanfare in the afternoon. 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.
- Knowledge in **designing science activities** for the kids **will be an Asset**

Calvary Logos Baptist Church  
VBS 2021 Summer Position

**Title:** **Art & Craft Coordinator**

**No. of positions:** 1

**Duration:** July 5- August 13, 2021  
[This is a 6-weeks position. Total hours: 180]

**Eligibility:**

- Between 15 and 30 years of age at the start of the employment;
- 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 use 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.
- 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. You are encouraged to research traditional game and toy ideas and resurrect them!
- **During VBS preparation weeks**, you are required to design programs for different kids age groups. You are required to teach your assistant (volunteers) by providing them a detailed plan so your assistants can easily learn and follow and possibly lead part of the program.
- You will also need to prepare Art and craft supply packages for each camper for parents to pick up before the camp.
- **During VBS** you will be teaching craft for different age groups of kids. Each session is about 50-60 minutes long. Each group has about 15 kids. You need to adjust the level of difficulties for different age groups but be flexible enough to encourage their own creativity. Other times you will be serving as a supportive staff assisting other staff in areas of need.
- **At the end of VBS** you are responsible to attend fanfare in the afternoon.
- Knowledge in **designing science activities** for the kids **will be an Asset**

Calvary Logos Baptist Church  
VBS 2021 Summer Position

**Title:** **Games & Activities Coordinator**

**No. of positions:** 1

**Duration:** July 5- August 13, 2021  
[This is a 6-weeks position. Total hours: 180]

**Eligibility:**

- Between 15 and 30 years of age at the start of the employment;
- 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;
- Police reference check and two references will be requested.

**Job description:**

- As the **Games & Activities 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 through zoom. 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 so they are ready to lead and/play the games with the kids (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.
- You are also required to host some physical exercise and activities. Each session is about 30 minutes long. Each group has about 15 kids. It can be any exercise or dance so even if they are home they can stay healthy too. You are required to train the volunteer to know your exercise routine so they can do these exercises with the kids. You can also train them to lead part of the program as well.
- Knowledge in **designing science activities** for the kids **will be an Asset**

Calvary Logos Baptist Church  
VBS 2021 Summer Position

**Title:** **Music & Bible Adventure Coordinator**

**No. of positions:** 1

**Duration:** July 5- August 13, 2021  
[This is a 6-weeks project position. Total hours: 180]

**Eligibility:**

- Between 15 and 30 years of age at the start of the employment;
- 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;
- Must be comfortable leading in front of large groups with enthusiasm and expression.
- Knowledge of the Bible is an **MUST**
- Police reference check may be requested;
- Eager to learn and serve with a high level of initiative and discipline.

**Job description:**

- As the **Music & Bible Adventure 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. 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 must get yourself familiar with all the VBS songs and actions of songs provided. And then recruit and train worship 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.
- You are also required to train your volunteers to teach these gospel lessons to different age groups. They will be the group leader of that group.
- **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 or leading your assistants (volunteers) to teach a group of kids. Each session is about 30 minutes long. Each group has about 15 kids.
- Knowledge in **designing science activities** for the kids **will be an Asset**