



JUBILEE UNITED CHURCH

A CONGREGATION OF
THE UNITED CHURCH OF CANADA

Sussex: 6000 Sussex Ave. Burnaby, BC V5H 3C2

Rumble: 7591 Gray Ave. Burnaby, BC V5J 3Z4

o. 604-434-8323

office@jubilee-uc.ca

www.jubilee-uc.ca

Canada Summer Jobs Summer 2026

Position Overview

The summer position is primarily responsible for coordination and leadership support for summer community events and ministry plan support. They will work in ministry with the Lead Minister to fulfill and live out the mission of Jubilee United Church.

This is a full-time (35 hrs/week) temporary appointment for 8 weeks commencing June 15, 2026 with a salary of \$21/hr.

Accountability

The summer position is accountable to the governing body (Council), through the Ministry and Personnel Committee; supervision is offered by the Lead Minister who has both a role of support and accountability of staff to make decisions and effect change in a timely matter.

Responsibilities

The summer position will provide planning and support for:

- Creating and implementing a plan for engagement at community events to support the promotion of Jubilee with the neighbourhood in welcoming and inclusive ways:
 - Researching specific event
 - gathering volunteers
 - gathering resources
 - set-up and take down
 - present on-site
- Camp Spirit at JUC: Rumble July 6-10, 2026
- Camp Spirit at JUC: Sussex July 13-17, 2026
 - Including:
 - prep work to determine community engagement
 - set up and take down of the space
 - all agreements of the Camp Spirit Site Host agreement
 - on-site all day
- Sunday presence and hosting duties
- A presentation of information received to support the Ministry Plan of Jubilee United Church
 - Including:
 - Meeting with Council
 - Creating survey to gather information
 - Meeting with members of the congregation to elicit information
 - Condensing the information received into a report to Council



Jubilee United Church gives thanks and acknowledges that we worship on the shared and ancestral territories of the hənq̓əmin'əm' and Skwxwú7mesh speaking peoples.



- Other duties as determined together

Required Knowledge, Skills, and Abilities

- Relates well to all ages
- Self-starter
- Working knowledge of Office365
- Strong written and verbal communications
- Working knowledge of various social media such as Facebook and Instagram
- A sense of understanding of the theology of Jubilee United Church
- Police Information Check
- Food Safe Certification or willingness to obtain
- Canadian Protection of Children certification or willingness to obtain
- First Aid certification or willingness to obtain

Other Preferred Assets

- Knowledge of the spirituality of childhood
- Courses supporting neuro-diverse children
- Experience working with volunteers
- Driver's license and access to a vehicle
- Comfortable with virtual methods of communications (e.g. Zoom)

Please submit your cover letter and resume to minister@jubilee-uc.ca

