



1200 Bedford Highway, Bedford, Nova Scotia B4A 1C3 t. 902.835.8497 www.bedfordunited.com

L.I.F.E WORKER SUPERVISOR POSITION DESCRIPTION

SUMMER 2025

PURPOSE: This position will offer life experience and an opportunity to participate in the ministry and work of Bedford United Church with a focus on supervision, program planning and children, youth and family ministry.

RESPONSIBILITIES:

- Oversee, facilitate, and collaborate with the L.I.F.E Workers and their work.
- Participating in the ministry of Bedford United Church and surrounding community through worship and community events.
- Coordinating various programs and projects of the church during their employment (including but not limited to support for Sunday School, Youth Programs, Family Ministry Programs, Outreach Projects, Children's Day Camps, Social Media, events at The Crossing and Worship)
- Coordinating L.I.F.E Workers' participation in Sunday morning worship services as required.
- Participating in property and administration work of the church on an as needed basis.
- Participating with the fullest of themselves and acting in an attitude of care and compassion in all their work.

THE TYPICAL DUTIES OF THE L.I.F.E WORKER SUPERVISOR:

- Facilitate and lead in weekly summer team check-ins.
- Support the L.I.F.E workers in their goals and work.
- Participate in all assigned programs including but not limited to:
 - Children's Day camp
 - Youth Programs
 - Sunday School and Nursery
 - Outreach Projects
 - Events at The Crossing
 - BUC Worship services.
- Contribute fully to assigned work.
- Plan and implement the programs as laid out and make adaptations when necessary.



1200 Bedford Highway, Bedford, Nova Scotia B4A 1C3 t. 902.835.8497 www.bedfordunited.com

SKILLS AND ABILITIES

- Experience in youth leadership and supervision
- Knowledge and experience of planning children's programs and activities
- Knowledge of The United Church of Canada
- Able to work in an environment where interruptions are frequent, and work is diverse.
- Able to work effectively in the midst of multiple and varied work demands.

ACCOUNTABILITY: This position reports directly and is accountable to the Family Ministry Leader and/or the Summer Student Coordinator assigned the responsibility from the Christian Development Team.

DATES OF WORK: The position begins on June 29th, 2025 and ends August 22nd, 2025. Work week is generally Sunday to Thursday. However, there are the occasional Monday- Friday weeks including, Children's Day Camp July 14th-18th and August 11th- 15th.

REQUIREMENTS: Must be age 18-30. Completed High School

Please send your resume, cover letter and two references no later than May 18th, 2025, at 11:59pm to: Natalie Moyes **Email: natalie.moyes@bedfordunited.com**

COMPENSATION: \$18.00/hour for 35 hrs per week for 8 weeks

NOTE: The successful candidate will be expected to complete a Level 2 Vulnerable Persons Police Records Check.