



## St. Andrew's United Church

1044 St. George's Avenue North Vancouver, BC V7L 3H6  
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### COMMUNITY OUTREACH ASSISTANT ST. ANDREW'S UNITED CHURCH, NORTH VANCOUVER

The Community Outreach Assistant will work as part of a team of staff, church, and community volunteers who welcome individuals to St. Andrew's United Church in North Vancouver, near Lions Gate Hospital. We are looking for an enthusiastic team member who is keen to learn and grow in a supportive environment.

#### Responsibilities:

Assist staff and volunteers in all aspects of preparing, packaging, and distributing food for Thursday's "express lunch" and Friday's "community dinner" programs.

Plan and implement St. Andrew's 15<sup>th</sup> Annual Teddy Bear Picnic at St. Andrew's Park on June 25.

Plant, grow and harvest vegetables in St. Andrew's four community garden beds for use in our weekly food program.

Liaise with St. Andrew's Community Gardeners (16 raised beds on site) to ensure a successful growing season in 2022.

Work with staff and volunteers on climate and environmental issues with a view to planning events or supporting action plans that mitigate negative impacts.

Provide vacation relief and administrative support for staff as time permits.

#### Qualifications:

Excellent interpersonal and communication skills are essential.

Self-motivated, able to work independently and as part of a team.

Background in event planning, program coordination, and/or client services an asset.

Current Emergency First Aid certificate; Food Safe Level 1 certificate; Criminal Records Check.

Proof of COVID-19 vaccinations.

**As this position is partially funded by 2022 Canada Summer Jobs program for youth, applicants must be 30 years old or younger.**

**The position is dependent upon funding from Service Canada.**

**Salary:** \$20/hour (30 hours weekly) for 16 weeks, beginning April or May

**Location:** St. Andrew's United Church, 1044 St. George's Avenue in North Vancouver

**To apply:** Please send your resume to Judith Hardcastle at [minister@st-andrews-united.ca](mailto:minister@st-andrews-united.ca)

We appreciate all expressions of interest from anyone, regardless of how you identify.

We encourage folk who identify as BIPOC or from other underrepresented groups to apply. Only successful applicants will be contacted.