

**Summer Events Coordinator
St. Andrew's United Church
North Vancouver**

The Summer Events Coordinator will work as part of a team comprised 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

Oversee the success of St. Andrew's Community Garden comprised of 19 raised garden beds, flower gardens, herb garden, and butterfly and bee garden.

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

Liaise with Alvéole Urban Beekeepers to promote awareness of St. Andrew's beehive/bees to neighbours and congregational members through activities at the hive.

Organize St. Andrew's 16th Annual Teddy Bear Picnic on Sat. June 24, including volunteer recruitment.

Assist with St. Andrew's free weekly community lunch program.

Provide occasional vacation relief and administrative support, time permitting.

Qualifications

Some post-secondary education.

Ability to work well independently and with others.

Responsible, willing to learn, personable and friendly.

Valid Emergency First Aid certificate

Valid Police Criminal Records Check

Remuneration

Salary: \$21.00 per hour (30 hours weekly)

Start Date: April 25, 2023

End Date: August 29, 2023

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

Resumes to office@st-andrews-united.ca

**This position is dependent on funding from the 2023 Canada Summer Jobs program for youth.
Applicants must be 30 years old or under.**