

## Canada Summer Jobs at Faith United Church

Faith United Church is hiring a summer student to help strengthen our digital presence through website redevelopment, social media planning and digitizing historical documents and photos.

### **About Faith United:**

As an Affirming Ministry, we endeavour to be public, intentional, and explicit in creating a safer space where everyone belongs and is recognized as being made in the image of God. We also acknowledge that the land we gather, worship, live on, and livestream from has a rich history. Over the centuries, this land has been shared and cared for by many people at various times.

### **Position Overview:**

- The successful applicant will:
- Redevelop church website using WordPress
- Create and schedule social media Content
- Draft policies for safe and effective social media use
- Digitize and organize historical documents and photos
- Prepare user guides for ongoing website maintenance
- 30 hours weekly, may occasionally include evenings and/or weekends
- \$18/hour

### **Qualifications:**

- Strong knowledge of website design, in particular WordPress
- Ability to create user guides for ongoing maintenance of the site
- Experience with social media platforms and content creation
- Ability to create policies and procedures related to its safe and effective use
- Strong interpersonal skills
- Ability to work independently and collaboratively
- Uphold the United Church of Canada Safe Church Policy
- Current Criminal Reference Check
- Alignment with Government of Canada Summer Jobs qualifications

### **How to Apply:**

Please apply in writing (including providing a current resume) to [applications@faithunited.ca](mailto:applications@faithunited.ca), describing your qualifications and applicable experience.

**Application Deadline is May 8, 2026.**

A detailed job description will be provided to applicants chosen for an interview.