

CANADIAN BAPTISTS OF ATLANTIC CANADA

Ministry Opening

CHURCH

RiverCross Church

Saint John, New Brunswick

<http://rivercrosschurch.ca/>

MINISTRY POSITION

Communications Coordinator and Administrative Assistant Temp Position

AVG SUNDAY ATTENDANCE

200 or above

FULL TIME / PART TIME

Full Time

POSITION DESCRIPTION

RiverCross Church has been an integral part of Saint John's North End since 1842, starting as a church plant by a Baptist church in the Uptown. RiverCross has been reaching out ever since. In 2013 we moved to a newly constructed facility on 61 Forbes Drive which allows us to accommodate our growth and create welcoming and relevant ministry environments. We also maintain our previous facility on Main Street, renamed RiverCross Mission, so that our Community Outreach Ministry can continue to expand. RiverCross Church is a group of people of different nationalities, various social and economic backgrounds as well as many different places on our journeys of faith. We call ourselves a "beautiful community." We are seeking a candidate to fill a temporary vacancy on our staff so that our dynamic team can continue to reach the Greater Saint John area for Jesus.

Position summary: To act as the church's Communications Coordinator and Administrative Assistant. Communications Coordinator – to manage and coordinate communications for the church including internal publications, social media, website content, and printed material for various church activities. Administrative Assistant – to provide general administrative support for the church and the staff.



POSITION CLOSING:

Closing Date: 03-Nov-2021

SEND RESUME / CV TO:

rivercrosschurchresumes@gmail.com