



The Boston Project Ministries
Summer Missions Program Staff Counselor
(Full-Time, Seasonal)
Job Description

The Organization

The Boston Project Ministries [TBPM] is a non-profit Christian community development organization, which mobilizes neighbors and volunteers to help build and nurture a strong community characterized by God's shalom. We are located in the Talbot-Norfolk Triangle [TNT] neighborhood in the Codman Square, Dorchester section of Boston serving the 525+ families that reside within our 13-streets. From our *Neighborhood Ministry House* we run a host of relational-based Youth & Family programs including leadership development programs, a Homework Center, teen employment, youth and adult Bible studies, and a summer park program. We are also a key support to the community organizing and civic stewardship efforts of the TNT Neighbors United association. Finally, we assist homeowners, seniors, and partner organizations by mobilizing 500+ volunteers a year in community improvement projects and in serving families. Together, these initiatives are leading to individual and community transformation.

Position Summary

The Summer Missions Program (SMP) Staff Counselor is responsible for leading with a team a Christ-centered missions trip program for church youth groups. The SMP staff hosts short-term mission trip to Boston for seven weeks of the summer. Counselors are responsible for daily program operations, building relationships with youth participants, leading service and outreach projects, Bible study, evening teaching, small groups, and reflection activities. Mission teams are at The Boston Project from Sunday late afternoon through Friday lunchtime. Counselors reports to the Event and Volunteer Manager who serves as the summer site coordinator including providing summer training/evaluation, spiritual, logistical, and staff care support.

Key Accountabilities

The SMP Staff Counselor is responsible for the Key Accountabilities listed below:

- Lead as part of a team all aspects of the Summer Mission Program including, but not limited to program activities, logistics, relational ministry, service & outreach projects
- Invest in the spiritual development of participants including prayer for participants, regularly engage them in conversations about their spiritual life and Jesus Christ, and begin discussions about issues of justice relevant to our context and Christian responses (including the practice of Christian Community Development).
- Provide direction, skill training, and work alongside a small group of youth (4-8) plus an adult leader at a daily service project (could include painting, landscaping, homeless ministry, etc.)
- Serve as a liaison between mission team and homeowners or partner organizations
- Build positive, safe and healthy relationships with youth participants and youth leaders during work and non-work hours
- Help with weekly set up, regular care for, and clean up of church sites
- Overnight at the church with groups 1-2 times a week; conducting security checks
- When overnight at the church, help facilitate lights-out and morning breakfast set up and clean up
- Participate in daily staff meetings and debriefings with team to evaluate and make program improvements
- Assist in preparation for upcoming weeks and missions teams, as requested
- Participate in 2-weeks of staff training before the first mission team arrives, and conclude with 3-days of staff closure and program wrap up after the last mission team departs.
- Other duties as necessary

Qualifications

- Experience working with teens and adults, particularly in a relational and supervisory role
- Familiarity with the principles of Christian Community Development (www.cdda.org) and serving in an urban context; strong appreciation for the urban community and its strengths
- Desire to facilitate small groups and/or teach in front of a larger group (35+ people)
- Project organization skills; ability to lead teams in service projects that may include manual labor
- Willingness to be with groups of people for extended periods of time
- Ability to take good quality digital pictures
- Ability to multi-task, move at a quick pace and work on a team
- Willingness and ability to work 50+ hour weeks; stamina in summer heat
- Must be at least 20 years old or have completed one full year of college
- Previous experience working with youth in a multi-cultural setting a plus
- Essential physical requirements necessary to do this job include working outdoors in all weather conditions, lifting and carrying up to 50 pounds, climbing a ladder, and ability to use power tools.

Compensation

This is a seasonal non-exempt position with a pay rate of \$9.00 per hour. Hours worked over 40 per week will be compensated with overtime (\$13.50 per hour).

Hours: Varies throughout the week from Sunday afternoon until Friday afternoon; including a combination of mornings, afternoons, evenings, and typically 1-2 overnights with visiting mission teams.

Dates: June 15 – August 18 (9.5 weeks; 7 weeks of programming).