

WANTED:

ACTIVITY COORDINATOR

Short Term Contract

November - December 2026

Langley Christian School's Global Education Program is seeking a dynamic, hospitable, and organized Activity Coordinator to lead exciting local excursions for visiting international high school students from November to December. In this role, you will act as an ambassador and guide, facilitating memorable trips to key regional destinations, including downtown Vancouver and Vancouver Island.

This position is ideal for energetic, personable individuals, especially university students or recent graduates aspiring to pursue a career in education, youth development, or recreation management.

Key Responsibilities:

- Safely accompany and guide high school students on scheduled day trips and multi-day activities, fostering a welcoming, inclusive, and fun group atmosphere.
- Manage bookings, reservations, and ticketing for venues, transportation, and attractions while strictly following and executing set itineraries.
- Build positive rapport with teenage learners, encouraging active participation and cross-cultural interaction.
- Maintain student headcounts, supervise group dynamics, and adapt smoothly to unexpected schedule or weather changes to ensure student safety and well-being.

Key Qualifications & Skills:

- Warm, approachable, and enthusiastic, with a natural ability to connect with high school-aged youth.
- Strong attention to detail, punctuality, and ability to keep events running seamlessly on schedule.
- A demonstrated interest or future career ambition in teaching, youth leadership, or student services.
- Familiarity with transit, landmarks, and attractions across Greater Vancouver and Vancouver Island is a strong asset.
- Ability to pass a background/vulnerable sector check; flexible availability on weekends or off-campus hours during excursion dates.

What We Offer

- Practical leadership and logistics experience to enhance your resume for future education or administrative roles.
- Contract-based work designed around trip schedules.
- The opportunity to create unforgettable Canadian experiences for visiting global youth.
- Compensation: \$30/hour for approximately 50 hours of work



HOW TO APPLY:

Please submit your resume, cover letter, and contact information for two professional and one pastoral reference to careers@langleychristian.com.