



POSITION DESCRIPTION: Children's Ministry Summer Internship

PRIMARY PURPOSE & FUNCTION

Under the supervision of the Children's Minister, the Children's Ministry Summer Intern builds and assists with weekly programs and special events.

KEY RESPONSIBILITIES

- Express a contagious love of Jesus through relationships.
- Maintain regular and consistent office hours.
- Assist in implementing Special Events.
- Occasional teaching and leading weekly programs.
- Assist in VBS (June 14-16), Camp Ten:10 (July 22-25) and Zoo Camp (July 30-31).
- Perform other related duties and responsibilities as required or assigned.

KNOWLEDGE & COMPETENCY REQUIREMENTS

- Possess the ability to communicate to children and parents effectively.
- Meet deadlines and work under pressure.
- Be a champion of the church staff culture.
- Be reliable and on-time.
- Be a great team member.

ADDITIONAL SKILLS

- Possess a high degree of organizational skills.
- Be highly computer literate.
- Proficient in basic Microsoft Office Suite.
- Familiar with current forms of communication and social media relevant to students.
- Teachable and Creative.

POSITION DETAILS

Payroll Status: Non-exempt
Classification: Full-time
Schedule: 40 hours per week, June
1 – August 9
Wage: Based on experience

REPORTS TO

Children's Minister

CONSULTS WITH

Children's Minister
Volunteer Coordinator
KidMin Admin Asst

TEAM LEADER

Children's Minister

EDUCATION REQUIREMENTS

Pursuing Bachelor's Degree

STAFF CATEGORY

Office Staff

Interested candidates please submit your applicant package including a cover letter and resume to work@firstcolonychurch.org. Only candidates that submit a complete applicant package to the work@ email address will be considered for this position.

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First Colony Church of Christ job descriptions are not comprehensive. They provide candidates with a general idea of what the job will entail. Actual job descriptions are subject to change based on the needs of the church and staff.

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