

Grace Community Presbyterian Church (GCPC) 2021 Student Ministry Summer Intern

TEMPORARY SUPPORT STAFF

12 WEEKS 40 HRS/WEEK

<u>POSITION RESPONSIBILITIES</u>	<p>GENERAL MINISTRY DUTIES:</p> <ul style="list-style-type: none"> ● A Student Ministry Intern will have responsibilities of assisting the Director of Student Ministry in the development, implementation, and coordination of Student Ministry at GCPC. The Student Ministry Intern will be expected to take initiative by seeking out work when none is assigned, creatively brainstorm and implement original ideas for summer events and programs, and take ownership of the ministry while by actively participating in the following specific responsibilities. <p>SPECIFIC RESPONSIBILITIES:</p> <p>A. <u>Actively Support and Lead Planned Ministry Events (18 HRS)</u></p> <ol style="list-style-type: none"> 1. Assist in planning and execution of summer programs and events under the supervision of the Director of Student Ministry, including planning, recruiting students and support, and actively leading activities. 2. Help develop curriculum and lead in a variety of teaching settings such as small group studies, youth group, and other planned events/outings. 3. Meet with staff/leaders for prayer and training. 4. Provide spiritual guidance to students in a variety of settings. <p>B. <u>Independently Pursue Students (6 HRS)</u></p> <ol style="list-style-type: none"> 1. Be involved in the discipleship of students through intentional "Contact Work" 2. Provide spiritual guidance to students in a variety of settings. 3. Creatively present the gospel through teaching when appropriate. <p>C. <u>Actively Participate in the Life of the Church (2 HRS)</u></p> <ol style="list-style-type: none"> 1. Participate in the weekly worship service. 2. Participate in staff meetings 3. Participate in church-wide events 4. Look for opportunities where mutual ministry can occur. <p>D. <u>Training (7 HRS)</u></p> <ol style="list-style-type: none"> 1. Participate in weekly trainings centered around study of scripture, ministry, or theology 2. Study and read materials in preparation for training 3. Daily engage with scripture and personal prayer, independent of assigned material 4. Learn and practice sustainable rhythms befitting a call of vocational ministry, including taking a weekly day of rest from work when possible <p>E. <u>Administration (7 HRS)</u></p> <ol style="list-style-type: none"> 1. Provide administrative support for ministry e.g. making appointments, phone calls, scheduling, composition, typing, proofing, filing, and volunteer coordination.
<u>PERSONAL EXPECTATIONS</u>	<ul style="list-style-type: none"> ● Maintain a Christian, professional atmosphere in conducting the ministry. Ensure a spirit of cooperativeness and positive attitude, protecting against determinants such as gossip, a critical spirit, unwise distribution of confidential or sensitive information, engagement in illicit activities, and any other conduct that would be counter to a sanctified ministry environment. ● Personally seek to grow relationship with God through independent, daily spiritual disciplines and faithful engagement with training materials ● Be aware that 40 hours is a guideline, and due to the nature of student ministry some weeks will require more hours, and others will require less depending on programming
<u>AUTHORITY AND SUPERVISION</u>	<ul style="list-style-type: none"> ● The Student Ministry Summer Intern is accountable to God, to the Student Ministry Director, the Senior Pastor, and the Elders. <ol style="list-style-type: none"> 1. Participate in the Student Ministry Council overseeing all Student Ministry. 2. Regularly report to the Student Ministry Director regarding goals and growth. 3. Maintain a close working relationship with the Student Ministry Director in the coordination of ministry philosophy, teaching, and programming. 4. Work in conjunction with the other elders and staff members in areas interrelating with their areas of ministry oversight. ● Supervise student leaders, and volunteers as required for the execution of the ministry. ● Provide for the safety and well-being of students under direct supervision.

<u>QUALIFICATIONS & REQUIREMENTS</u>	<ul style="list-style-type: none">● Minimum of some college experience required.● Some volunteer experience (such as student leadership) in student ministry is required● Must show attributes of mercy, leadership, and shepherding and a teachable spirit.● Must like students and have good relational skills with students.● Must demonstrate through references a desire for volunteer or professional ministry.● Must believe and affirm the GCPC Vision/Mission and Core Values Statements (available on the website www.gcpres.org)
<u>REMUNERATION</u>	<ul style="list-style-type: none">● Student ministry intern will be provided a \$1500 stipend.● SM intern will be encouraged to raise up to \$1500 of support to supplement the stipend.● SM intern will have a ministry expense budget of \$400 to use for contact work and events.● Housing with a Host Family will be provided if desired