



**MITCHELL ROAD PRESBYTERIAN CHURCH
Position Description**

TITLE: Youth Ministry Summer Intern

REPORT TO: JH & SH Youth Ministry Director

HR & LEGAL CLASSIFICATIONS

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|----------------------|--------------|-------------------------|----------|------------------------------|--------|
| <i>FLSA Status</i> | Exempt | <i>DOL Status</i> | Seasonal | <i>Pay Type</i> | Salary |
| <i>FLSA EE Class</i> | Professional | <i>DOL Fact Sheet #</i> | 17C | <i>Ministerial Exception</i> | Yes |

ULTIMATE GOAL / OBJECTIVES OF POSITION:

To come alongside the youth ministry staff in the summer months providing additional support and service through building relationships with students, assisting in program planning and implementation, and the daily needs of the ministry so that the students can gain a deeper understanding of Christ and grow in their walk with Him.

PRIMARY RESPONSIBILITIES / ESSENTIAL FUNCTIONS:

- **Contact Work** 50%
 - Spend time with middle and high school students; build relationships with them and their families
 - Lead Summer Bible studies
 - Disciple students through a small group of middle and high school students 25%
- **Program Responsibilities**
 - Assist in planning, organizing, and implementing Wednesday and Sunday night programs
 - Responsible for planning and leading games for Wednesday and Sunday night programs
 - Assist with set up and clean up for special events and activities
- **Teaching** 10%
 - Teach Wednesday night, Sunday night, and Sunday morning programs as assigned
 - Read and study books and commentary to prepare for teaching
- **Personal Development** 10%
 - Meet with youth staff one on one and in weekly staff meetings
 - Read assigned books pertaining to theological, personal, and ministry development
- **Trips** 5%
 - Assist in planning, leading, and implementing Jr. High and Sr. High trips throughout the summer

REQUIREMENTS / QUALIFICATIONS / EXPERIENCE NEEDED:

- Desire to evangelize, build relationships with, and disciple students

STAFF AND VOLUNTEERS WHO REPORT TO YOU: N/A

WORK ENVIRONMENT & PHYSICAL DEMANDS:

Youth summer interns will be a part of a team of interns that will share office space within the youth building. The role routinely uses standard office equipment such as computers, phones, photocopiers, and sound and video equipment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

DISCLAIMERS:

The position description design does not cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Other duties, responsibilities, and activities may be assigned (or changed) at any time with or without notice.

Ministerial Exception:

Religious Worker not covered by FLSA, Not Entitled to Overtime or Minimum wage.