



ST. ANDREWS

a congregation of the PCA

# SUMMER STUDENT INTERNSHIP APPLICATION 2023

ST. ANDREWS PRESBYTERIAN CHURCH, PCA

**Student Ministry Summer Intern**  
**Job Description**  
**St. Andrews Presbyterian Church, PCA.**  
**Contact: Rev. Grant Gilliam, 6019858923, [grant@standrewscolumbus.org](mailto:grant@standrewscolumbus.org)**  
**Send Resume and Typed Application to Rev. Grant Gilliam**

**Job Title:** Student Ministry Summer Intern

**Dates for Position:** May 29<sup>th</sup> – July 31<sup>st</sup>, 2023 (9 Weeks)

**Salary:** \$2500 - \$3000 (possibly more compensation based on experience)

**Housing:** There is housing from a church member that is provided for the intern.

**Purpose:** St. Andrews desires the Lord to call a college/seminary student to spend their summer investing in our children and youth. The intern will work alongside the Assistant Pastor and be involved in youth and children's programs in order to fulfill the goal of directing students to a closer relationship to Jesus. Simultaneously, we hope for the intern to be invested in and refreshed as the Lord grows them personally through a valuable ministry experience as they are mentored and exposed to church service.

**Qualifications/Experience:**

- Must have a personal trust in the Lord Jesus for salvation and a desire to love others, especially children and youth
- Must have a love for God's word and joyful submission to it
- Membership/Involvement in the Local Church
- Volunteer experience and/or exposure to student ministry or college ministry
- Growing in fruit of the Spirit: merciful, patient, self-controlled, kindness, faithfulness, humble, teachable, etc.
- Qualities suitable for children's/youth ministry: wisdom when to be serious & light-hearted, flexible, relatable to students
- Must have earnest desire to grow in understanding of church ministry and devotion to the Lord
- A winsome and growing understanding of Reformed Theology as set out in the Westminster Standards
- Able to sign the Signature of Agreement and subscribe to core beliefs of St. Andrews: (<https://standrewscolumbus.org/what-we-believe>)
- Driver's License
- Background check

**Youth Ministry Responsibilities:**

- Aid Assistant Pastor in all youth ministry endeavors
- Support, help, and lead planned ministry Summer events, such as RENEW, Wednesday Bible Studies, Sunday large group and other events
- *RIDGEHAVEN SUMMER CAMP – JULY 9<sup>TH</sup> -15<sup>TH</sup>*
- *Pursue Students* – develop meaningful relationships with students in order to influence them towards deeper relationship with Christ
- *Participate in Life of Church* – present for Sunday worship, and other church wide events.
- Collaborate and work well with youth volunteers

## **Children's Ministry Responsibilities:**

- *Vacation Bible School – (JUNE 19<sup>TH</sup> – 23<sup>RD</sup>)* Intern will aid Children's Director and Assistant pastor in any VBS capacities needed. Involvement in VBS encompasses a variety of expectations such as but not limited to: setting up and taking down equipment, spending time with youth, teaching, skit involvement, etc.
- Intern will volunteer children's ministry as needed.

## **Training:**

- Engage in ministry, theology, and devotional learning with Assistant Pastor
- Read assigned scriptures and books to be discussed together
- Participate in and discuss practical opportunities given to develop ministry gifting such as teaching, one-to-one meetings, leadership etc.
- Enjoy summer resting in the Lord's grace as you serve him

## **Staff Responsibilities**

- Weekly Staff Meeting on Tuesdays
- Support Staff's goals & general tasks
- Weekly Staff prayer together Wednesdays at 1:30

## **Personal Expectations**

- 30-40 hours is a general guideline in light of the nature of youth ministry. There is recognition of the obvious expectation and dynamic of youth ministry being an "eb and flow" of seasons of work and flexibility
- Maintain time with the Lord in the scriptures and in prayer
- Promote and transmit a Godly influence for youth as a role model in every area of life such as but not limited to the following areas of entertainment, tobacco, alcohol, drugs, internet use, social media, relationships, respect for and submission to authority, and other biblical standards of character
- Promote and transmit a Godly influence with staff displaying a willingness to cooperate and serve, respect for one another, reframing from actions and attitudes such as gossip, 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

## **Authority & Supervision:**

- Accountable to the Lord Jesus
- Under Direct Supervision of Assistant Pastor as well as supervision of other staff members and session of St. Andrews

## **Time Away:**

- In the spirit of the nature of the summer internship, it is expected for the intern to be heavily involved and present in the ministry at St. Andrews. All planned time off will need to be discussed in the interview process and will be factored into the hiring process
- It is mandatory for the Intern to be at VBS and RENEW
- A day off for rest each week

## **APPLICATION**

**Send Resume and Typed Application to Rev. Grant Gilliam, [grant@standrewscolumbus.org](mailto:grant@standrewscolumbus.org)**

### **Personal Information**

Full Name: \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

Permanent Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Sex (M / F ) Will you have a car this summer? (Y / N )

Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_

Current Occupation: \_\_\_\_\_

### **Education**

High School, Graduation Year: \_\_\_\_\_

City, State: \_\_\_\_\_

College: \_\_\_\_\_

Current Year: \_\_\_\_\_

Major/Degree: \_\_\_\_\_

### **Church Background**

Home Church: \_\_\_\_\_ Member (Y / N )

City, State: \_\_\_\_\_

Current Church: \_\_\_\_\_

How long have you attended there? \_\_\_\_\_

**Ministry Experience:**

1. Church/Organization: \_\_\_\_\_

Dates Involved: \_\_\_\_\_ to \_\_\_\_\_ Position: \_\_\_\_\_

Responsibilities:

Why did you leave?

Supervisor: \_\_\_\_\_ Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

2. Church/Organization: \_\_\_\_\_

Dates Involved: \_\_\_\_\_ to \_\_\_\_\_ Position: \_\_\_\_\_

Responsibilities:

Why did you leave?

Supervisor: \_\_\_\_\_ Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Additional Ministry Experience:

## **Employment History**

1. Business/Organization: \_\_\_\_\_

Dates involved: \_\_\_\_\_ to \_\_\_\_\_ Position: \_\_\_\_\_

Responsibilities:

Why did you leave?

Supervisor: \_\_\_\_\_ Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

2. Business/Organization: \_\_\_\_\_

Dates involved: \_\_\_\_\_ to \_\_\_\_\_ Position: \_\_\_\_\_

Responsibilities:

Why did you leave?

Supervisor: \_\_\_\_\_ Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

3. Business/Organization: \_\_\_\_\_

Dates involved: \_\_\_\_\_ to \_\_\_\_\_ Position: \_\_\_\_\_

Responsibilities:

Why did you leave?

Supervisor: \_\_\_\_\_ Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Personal/Spiritual Biography** (Type Answers in here or copy and paste onto new page)

1. In 2 – 3 Paragraphs, briefly share your testimony/Christian experience.
2. Define the Gospel, the good news of Jesus.
3. What role does Scripture play in your life?
4. What role does the church play in your life?
5. What role does Grace play in your everyday life?
6. Share what you know about Reformed Theology.
7. How did you hear about this internship?
8. How do you think your parents would feel about you serving in this internship?
9. What gifts, skills or background do you believe will assist you in your Summer Inter position? (list any training our personal experiences that would help you in ministering to youth) (Ex. Teaching, relational, music, etc.)
10. Describe your personality.
11. What do you do in your free time?
12. What ways would you relate to youth?
13. Can you share a meaningful experience you've had working with Middle or High School students or one that you had as a student?
14. What are 3 strengths you have? What are 3 Weaknesses you have?
15. Can you play an instrument? If so which one?
16. Why do you want to work at St. Andrews this Summer? What do you hope to get from this internship?
17. Do you have any health concerns we should know about?
18. Is there anything else that you believe that we should know?
19. Do you have any time away planned this summer that we should be aware of?

## **References**

### **1. Pastor Reference:**

Name: \_\_\_\_\_ Time Known: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

### **2. Peer Reference:**

Name: \_\_\_\_\_ Time Known: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

### **3. Employer Reference:** *(Employer Reference should be a supervisor, may be substituted for one who is a mentor, professor, or another pastor etc.)*

Name: \_\_\_\_\_ Time Known: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

## **Signature of Agreement**

***If accepted as Student Summer Ministry Intern at St. Andrews Presbyterian Church, I agree to the follow:***

- Subscribe to core beliefs of St. Andrews: (<https://standrewscolumbus.org/what-we-believe>)
- Be under the authority of and held accountable to the Lord Jesus, Assistant Pastor, and Session as a staff member of St. Andrews Presbyterian Church
- Commit to investing yourself in devotion to Jesus through the means of Grace (bible reading, prayer, church attendance)
- As Student Summer Ministry Intern, I will not participate in any illegal activities and will discourage others from participating in them. I will also refrain from any other activities that may reflect negatively so that there will be no conflict of interest with the ministry of St. Andrews Presbyterian Church
- Abide by the position description and personal expectations to the best of my ability
- Authorize St. Andrews Presbyterian Church to perform a background check prior to employment, verify the information contained on this application, and contact my references

My signature below indicates my review, acceptance, and agreement of above guidelines as well as my honesty in answering the questions in the application. If anything changes, I will contact you immediately.

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_