



<https://bedfordpca.org/>

A CHURCH IN THE EASTERN Canada PRESBYTERY (PCA)

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## Bedford Presbyterian Church Intern

**About Our Church:** Bedford Church is a PCA church located in Halifax Regional Municipality in Nova Scotia, Canada. It exists to glorify God and to extend the love of Jesus Christ to the Halifax Metro community. We believe that the good news of the gospel can change lives and bring us joy and fulfillment in everything we do.

We are currently seeking a full-time intern staff member whose primary role is to assist the pastor/session and church members to help carry out the vision of Bedford Church. This position is intended to nurture the candidate for full time ministry and includes responsibilities that would provide the experience to potentially church plant.

Depending on the candidate, the roles and responsibilities can be scaled to fit the needs of the individual. This position reports to the Pastor and session.

### **Roles & Responsibilities:**

1. Primary role is to serve a multi-generational congregation which includes range of possible activities and may include any of these three components:
  - Youth
    - (a) Nurture and education of the children and college students
    - (b) Counsel, shepherd, and engage relationally
    - (c) Oversee and facilitate Sunday meetings as needed
    - (d) Lead youth communicants' classes
  - Young families with children
    - (a) Build and support a team of young family leaders
    - (b) Oversee and support study groups and sermon discussion
    - (c) Organize events (e.g. retreats, fellowship outings etc.)
    - (d) Lead teaching and training courses, as needed
  - Seniors' ministry
    - (a) Facilitate and lead, as needed, Bible studies and other topic discussions
    - (b) Assist the Pastor and church leaders in hosting seniors VBS-type activities
    - (c) Assist in organizing events (e.g., retreats, fellowship outings etc.)
2. Serve the church by assisting the pastor/session in:
  - a. Preaching and teaching as needed
  - b. Pastoral care, visitations, and counseling as needed
  - c. Church wide events (e.g., Mission Trips, Retreats, Prayer Meetings, Podcasts, Devotionals, Congregational Mtg, etc.) as needed
  - d. Administrative support (e.g., emails, phone calls, presbytery meetings, vision planning, etc.)

***Education & Qualifications:***

***Skills & Attributes:***

1. Committed to the purpose and core values of Bedford Church
2. Humility, flexibility, and faithfulness to serve God and His church
3. Team player who can work with different staff members to serve a diverse congregation
4. Self-initiating, proactive, and diligent worker with a shepherd's heart
5. Ability to lead music is a plus.

***Benefits:***

1. Stipend or Salary commensurate with experience
2. Vacation time from all ministry duties

***Application Requirements:***

1. Resume
2. Brief statement of calling into ministry
3. Video or audio file of sermon
4. Three ministry references

Please send the completed application packet to: Pastor Bill Radford [billradford2@gmail.com](mailto:billradford2@gmail.com)