

TRINITY PRESBYTERIAN CHURCH

Position Description

- POSITION:** Summer Intern
- MINISTRY AREA:** Youth & Children of Trinity's members & friends; Some responsibilities in other areas depending on need and ministry interests
- SUPERVISION EXERCISED:** Youth Teachers/Youth Ministry Leaders/Youth Volunteers/Other adults overseeing ministry they are helping out with.
- REPORTS TO:** Youth and Family Pastor
- JOB SUMMARY:** Help the Youth and Family Pastor develop, organize, implement and oversee various ministries: Sunday School, youth group, VBS, community outreach - all based on the teachings of the Bible in conjunction with the overall ministry goals of Trinity church.

RESPONSIBILITIES:

1. Assist the youth & children at Trinity to become more Christ-like, knowing the truths of Scripture and seeing how those truths are applied to everyday life.
2. Help the Youth and Family Pastor develop and implement a program for Christian service and a ministry strategy for elementary school students; middle school students and high school students.
3. Depending on area of interest in ministry, help out in developing, implementing or getting hands on experience in a variety of other ministries in the church. (ie: college ministry, ESL, hospital visitation with pastors, learning to write a sermon, evangelism in the community, mission trip, etc.)
4. Meet regularly with the Youth and Family Pastor to give a report of what is happening in their ministry and to pray for the children and youth together.

QUALIFICATIONS:

1. Must have a sincere commitment to Jesus Christ as his personal Savior and Lord as well as prescribe to the doctrine of the Presbyterian Church in America (PCA).
2. Must be a member of an evangelical church in good standing.
3. Must attend Trinity Presbyterian Church in Harrisburg during internship.
4. Must be able to demonstrate an ability to work with children and youth.
5. Must be people oriented, detail oriented, while possessing a sense of humor.
6. Must be able to read, write, speak, and understand English.
7. Must be able to effectively use a computer.
8. Must have effective teaching as well as management skills.
9. Must have access to a car for transportation during the internship and have a working cell phone.
10. Must be able to work a minimum of 40 hours per week.
11. Must live a lifestyle that is in accordance with Biblical standards, as set forth in the Bible as the requirements for an elder (1Tim 3; 1Peter 5; Acts 6).
12. Must have a work ethic and personality that is compatible with and acceptable to the majority of the congregation and Session.
13. He or she must be friendly and outgoing to the congregation in general, approve of the geographic location of the church.

SPECIFIC DUTIES:

1. Meet with Youth and Family Pastor 2 to 3 times a week.
 - a. Time to share and pray together, personal and ministerial.
 - b. Talk about events coming up and plan events for the future.
2. Weekly Youth Group Meetings
 - a. Help plan and lead the weekly youth group meeting.
 - b. They would help lead games, activities; have a hand in worship, teach youth group, etc.
3. Trips
 - a. Help plan and prepare for any big events: amusement park trip, hiking, caving, pool parties, possibly participate in the mission trip and any other events that will be on the youth schedule for the summer.
4. Discipleship
 - a. They would disciple Middle School and High School students by getting together weekly with certain students.
 - b. It would be a time of getting to know the students, lead a discussion and pray with the students.
5. Evangelism/Mercy Ministry
 - a. Be involved in reaching out to the community with the Gospel in a variety of ways.
 - b. Doing community service with people in the church, thus being a witness to the people in the community.
6. Sunday School
 - a. They would either teach Sunday School for the summer on their own or team teach Sunday School with the Youth and Family Pastor or another one of the youth leaders or interns.
7. Children's Ministry
 - a. VBS – give help to the VBS directors as needed.
8. Other responsibilities – depending on the ministries they want to get experience in – see notes above.

TIME AND WHO

1. Time: Full time for 10 weeks; 40 hours a week; June 4th through August 12th, 2023
2. Who: Someone who is interested in pursuing some kind of career in ministry, whether it is missions, youth ministry, or a desire to minister in another area of the church when they get graduate from college or seminary. This person would be a seminary student, college student or any other adult that has the summer off. (Female, Male or Both).

PAYMENT

1. Full time - \$4000 (before taxes)
2. Mileage – Up to \$500 - reimbursement for driving students and for events. (if you do more then we will pay you for what you do.)
3. Housing – Trinity will pay \$1000 to a host home for the summer if you do not live in Harrisburg.

QUESTIONS: Call Mike Wolcott at 717-379-7490 or e-mail at mwolcott@trinityhbg.com

SAMPLE SCHEDULE FOR FULL TIME INTERN

This is a general schedule as things will come up and things might need to be on other days but it gives an idea of what a week could look like.

MONDAY

1. Meeting and debrief with Mike
2. Planning youth group meetings and events
3. Partial Day off

TUESDAY

1. Discipleship Opportunities
2. Planning events and youth groups

WEDNESDAY

1. Plan and prep for youth group that night
2. Middle School Youth Group

THURSDAY

1. Discipleship with students
2. Plan events or youth group

FRIDAY

1. Discipleship with students
2. Leading bigger events
3. Final details for youth group on Sundays

SATURDAY

1. Day off (Unless big event then day off may happen on a different day)

SUNDAY

1. Worship and leading Sunday School
2. Discipleship with students
3. Senior High Youth Group