

Asbury United Methodist Church
Job Description

Job Title: Children's Ministry Intern

Job Relationships:

Supervised by: Director of Children's Ministry

Goal: To help a young person to gain hands on experience in a ministry that he or she may choose for their vocation.

Position Summary:

Assist the Children's Ministry staff in the following ministries:
Assist in the running of all Summer Ministries which include Family Mission Day, and VBS
Planning and implementation of the Hang Out with the Intern events throughout the summer
Plan and implementation of a Special Intern Class to last 2 and a half days

Duties and Responsibilities:

1. Assist the children's ministry with the day to day organization of all Summer activities including attending and supervising each event, and other duties as assigned by the Director. Work closely with the VBS Directors.
2. Plan, and Implement the Hang Out with the Intern activity which will include developing the program and budget, planning the schedule and advertising the events, and recruiting volunteers to help in the supervision of the event.
3. Plan, and Implement a Special Intern Class which will include developing the program and budget, planning the schedule and advertising the events, and recruiting volunteers to help in the supervision of the event.
4. Spend time during the summer with each ministry and staff member in order to obtain an overall experience of Children's Ministries. This may include review and preparation of curriculum, recruitment and participation in the program.
5. Promulgate the purpose and vision of Asbury through all actions.
6. Other duties as assigned by the Children's Ministry Director which may include administrative duties.

Qualifications:

1. Education and Experience:

High school diploma.

2. Knowledge, Skills and Abilities:

Interpersonal skills
An ability to work with people
A desire to minister to children
A thirst to learn
Exemplify the Christian way of life

3. Working Conditions and Compensation:

Temporary part time hourly
\$8.00 per hour, to a maximum of 187 hours