## Westminster Kids Intern

#### Overview of Position:

The purpose of the intern ministry is for interns to gain practical ministry training while working in an atmosphere of personal and professional guidance and support. This position is for the purpose of exploring the possibility of a call to vocational ministry through practical ministry training.

#### Description & Responsibilities:

* Kids Program (Sunday Mornings, Wednesday Nights)
  + Welcome and assist families in finding classrooms and obtaining information during the check-in process.
  + Help facilitate lessons (teaching, games & crafts)
  + Ensure consistent use of policies, procedures and guidelines of the Kids Ministry
  + Assist in keeping classrooms, craft room and resource room stocked and tidy for all ministry needs
* Kids Worship (Sunday during a worship hour - alternating 9am & 11am)
  + Assist in transition of kids from worship service into the Kids Worship classroom
  + Help in preparing and executing weekly lesson
* Relational Work (flexible, typically evenings & weekends)
  + Develop relationships with children by attending their extracurriculars and with families through occasional lunches/coffee meetings alongside the Kids Director
  + Stay current with kids culture (music, movies, video games, etc.)
  + Assist administratively with parent communication, marketing, databases
  + Maintain confidentiality with all sensitive pieces of information
* Special Events:
  + Summer Camp (four full days for one week of summer)
    - Attend as a counselor that helps foster relationships between the kids, assist in facilitating the activities lead by the camp
  + Summer Outreach Event(s)
    - Assist in preparing for the events (i.e. calling volunteers, supply gathering, decorating)
    - Assist in the execution of the events (i.e. helping lead skits, running media, being a ‘go to’ for volunteers)
* Required Meetings
  + Meet weekly with Kid’s Director
* Spiritual Development
  + Sunday Worship Attendance
  + Actively participate in an edification group (College Ministry, IF Table, ManVents, etc.)
  + Ask questions, be creative, offer and implement your ideas, seek servant-leadership opportunities, take risks, learn and see God work through you to make an impact on others.

#### Qualifications:

* Personal relationship with Christ, and in agreement with the faith statements of our church particularly the 7 Essentials of Faith
* It is expected that this person is now or will become an active member of Westminster Presbyterian Church (or affiliate member)
* Experience in working with children, direct experience in kids ministry preferred
* Ability to verbally articulate personal faith and a biblical worldview.
* Must be able to pass criminal background check
* Must complete Child Abuse Awareness Training (approx. 2hrs)

#### Time Commitment:

* Internships are offered for three separate semesters: Fall, Spring & Summer.
  + Fall consists of September 1st - December 31st
  + Spring consists of January 1st - April 30th
  + Summer consists of May 1st - August 31st
* 15 hrs a week encompassing:
  + Weekly:
    - Sundays 8:30am-12:30pm
    - Wednesday Evenings, tentatively 5:30pm-8:30pm for fall/spring semesters
    - 5 hrs/week, scheduled with the Kids Director to accomplish lesson planning, administrative tasks, and professional development time with Assistant Pastor/Directors. Flexible on days and times as needed.
  + Monthly (3hrs/week):
    - Attending kids’ extracurriculars, developing relationships with families through phone calls, lunches and adult fellowship groups.
* Summer Hours may vary and be altered to allow for concentrated time for summer camp and summer outreach events.