

BETHANY COMMUNITY CHURCH JOB DESCRIPTION

Children's Ministries Intern Full-time, Non-Exempt

Purpose: To explore the calling of God within the realm of Bethany Green Lake Children's Ministries (CM); to gain a fuller understanding of children's ministries within the context of BCC, and to provide support for the CM team. The intern will have increased levels of autonomy as he/she gains greater understanding of and experience within BCC Children's Ministries.

Reports To: Director/Pastor of Children's Ministries [Holle Tubbs]

Resources: Ministry and Administrative Staff

Dates: September-June

AREAS OF RESPONSIBILITY

- Assist in managing Children's Ministries programs at BCC Green Lake by working alongside BCC staff and volunteer teams.
- Assist in improving volunteer recruiting, care and staffing systems for CM programs and special events
- Assist in development of learning benchmarks and curriculum for Sunday and midweek programs.
- Teach/assist children of various ages (birth-5th grade).
- Assist in planning and execution of special events.
- Work alongside Associate Directors to develop and supervise programming.
- Serve as an ambassador for CM to BCC kids, families, and the community at large.
- Perform occasional administrative support tasks.
- Attends assigned meetings.
- Perform other ministry functions as assigned by supervisor.

POSITION REQUIREMENTS

- Commits to CM team values of trust, humility and open communication.
- Able to make a positive contribution to staff culture that aspires to excellence, teamwork, customer service and the ethics of servant leadership demonstrated by Christ.
- Demonstrates love for children and a passion for introducing them to, and growing them in Christ.
- Demonstrates the virtues and qualities of a devoted follower of Jesus Christ.
- Bachelor's degree in elementary, early education or related field or equivalent experience.
- Professes full agreement with the statement of faith of Bethany Community Church.
- Possesses excellent verbal and written communication skills.

SPECIFICATIONS

Part: 40-50 hours per week
Salary: Stipend amt \$2400/month
FLSA Status: Non-Exempt