



POSITION DESCRIPTION

Position Title: Summer Intern – Children Ministry
Reports To: Director – Preschool & Children
Date Prepared/Revised: 03/21/2024
Classification: Part-time

Principle Function

As the Children Intern, we need you to focus on relationships with all children through discipleship and mentoring. This position will help support all children ministry events, assist in creating an atmosphere of energy and excitement, and seek to grow our children ministry throughout the summer. You win when children are engaged and taking their next step with Jesus.

Specific List of Responsibilities related to the Position.

Kids Klub:

- Plan dates for Kids Klub.
- Design and order the Kids Klub t-shirts.
- Plan the Kids Klub activity schedule for each week:
 - Arrange Transportation for each trip.
 - Arrange Chaperones for each trip.
 - Provide each Kids Klub event schedule to the Preschool & Children's Dir.
 - Buy drinks & snacks for each week's trip.
 - Plan/Study a lesson and game time.
- Implement each Kids Klub Day

Lighthouse Kids Worship (Sundays):

- Help set up the Lighthouse Kids Worship space each week.
- Set up small group boxes:
 - Put small group lessons in boxes.
 - Restock small group treasure chest.
- Be available to help run the AV equipment each week.

Summer Slam (Wednesdays):

- Gather supplies for games and snacks.
- Help set-up/clean-up for Summer Slam.
- Lead Summer Slam when the Children's Director is unavailable.

Vacation Bible School (usually 2nd or 3rd full week of June):

- Be available to help in any way needed during VBS week.
- Assist in the planning and implementation of the VBS Family Night.

Centri-Kid Summer Camp (usually 1 week in July):

- Be available to attend this week-long camp and help as needed.

Kid's Special Summer Events:

- Be available to help as needed with these special summer events.
 - Bridge 56 Event
 - SS Promotion Event
 - Preschool Play Date

QUALIFICATIONS:

- Loves God. Loves People.
- Must have an attitude of humility and a willingness to serve when dealing with other ministry areas in the church.
- Completed one year of higher education.
- A passion to care for and lead students.
- Highly organized and detailed.
- Able to communicate well orally and through written communication.
- Able to plan in advance.

EXPECTATIONS:

- Be a self-starter but work well on a team.
- Communicate and be available when needed
- **Other general responsibilities:**
 - a. Cooperate with the Pastors, and church leadership in promoting the entire ministry plan of East Maryville Baptist Church.
 - b. Utilize the services of the ministry assistants and facilities staff consistent with their position descriptions.
 - c. Seek to be creative in all your areas of responsibility.
 - d. Adhere to church approved guidelines set forth in East Maryville Baptist Church's Constitution, Bylaws, Policies, and Procedures.
- **Basic personal responsibilities:**
 - a. Maintain a vital and growing personal walk with the Lord through committed Bible study, prayer, and meditation.
 - b. Develop personal evangelism opportunities within and outside the church.
 - c. Financially support the work of ministries of East Maryville Baptist Church by faithfully giving at least 10% of your income. Maintain wise stewardship measures over the remaining 90%.
- **Perform other duties related to the overall ministry of EMBC (visitation, outreach, etc.) as assigned by your supervisor.**

All employment is at-will and may be terminated at any time, with or without cause.