

## **JOB DESCRIPTION**

### ***Summer Family Ministry Intern***

Reports to: Assigned Pastor or Director in Family Ministry

Employment Status: Non-exempt hourly (Up to 40 hours/week)

## **POSITION SUMMARY**

The Summer Family Ministry Intern is a Christ-centered individual, strong and growing in their faith, a student of the Bible, “above reproach” (1 Timothy 3 and Titus 1), and active in the church. They should be currently demonstrating a “missional” life and have a passion for seeing The Bridge be connected in community, and effectively serving out in the community—all in pursuit of a genuine, authentic relationship with Jesus Christ. The candidate should be relationally driven and passionate about equipping the church for missional living. They demonstrate an externally focused life, applying their own God-transformed life to impact the lives of others.

This position works directly with the Student Ministries team while being trained in local church student ministries. Primary responsibilities include building strong relationships with students, planning and organizing ministry events and camps, and assisting with other administrative duties. The intern position will require interaction with students, parents, staff and volunteers. This position requires involvement in regular church staff meetings and regular participation in worship services.

This intern position is an opportunity to gain a snap-shot of practical ministry experience, to work in an atmosphere of personal, spiritual, and professional guidance and support, to test their gifts and call into ministry, and to develop spiritually and theologically.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Cultivate strong healthy relationships with students and live as a role model
- Disciple students through youth ministry events, camps, and meetings with students
- Occasionally teach students (weekends, events, etc.)
- Administrative duties include data entry, event planning and scheduling, phone and email communications, social media, and event registration
- Meet with staff, leaders, students, and parents as needed
- Meet weekly with the supervisor and Student Ministry Team
- Attend Bridge membership meetings, staff meetings
- Actively support, implement, and execute the church wide vision through entire ministry area
- Additional duties as assigned

## **MINIMUM QUALIFICATIONS (KNOWLEDGE, SKILLS, ABILITIES)**

- Must have a strong and growing relationship with Jesus Christ and it should be evident in both the personal and professional/student life
- Must agree to The Bridge’s missions statement, values and confessions of faith
- Must be able to uphold and support the mission statement, values and confessions of faith

- High School Diploma
- Ability to establish, prioritize, and meet deadlines, often under changing circumstances
- Ability to apply discretion and trust keeping strict confidentiality
- Passion for students with a call to explore student ministry
- Ability to communicate effectively with a wide range of people
- Ability to build rapport and develop strong relationships with staff, parents and the youth
- Track record of reliability and dependability

## **ABOUT THE BRIDGE**

The Bridge is an externally-focused church seeking to embrace our “sending” by Christ into our community and world in order to see people redeemed and transformed for His glory. Our mission statement is: “Inviting the striving to something really real.” Guided by the Holy Spirit, we are a people who are a manifestation of the gospel and who seek to become stewards of the transforming message of God’s love and grace as we invite God to invade and inhabit every moment of our lives.

Founded in September 2003, The Bridge has sought to grow primarily through salvation. Currently, our total attendance (including the children’s program) is 2,300 on a given weekend—and we continue to grow. The Bridge desires that all of our attendees become true disciples of Jesus Christ. Discipleship is about living out a life of radical obedience to Christ and being transformed by His Word through His grace. At The Bridge, people experience that life transformation and an ever-deepening relationship with Christ through “Big Group” (main worship service) “Small Group” (weekly community groups meeting in homes) and “No Group” (personal devotional time in God’s Word).

## **PHYSICAL DEMANDS AND WORK ENVIRONMENT**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the functions. While performing the duties of this position, the employee is regularly required to talk or hear. The employee frequently is required to use hands or fingers, handle or feel objects, tools, or controls. The employee is occasionally required to stand; walk; sit; and reach with hands and arms. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this position include close vision, distance vision, and the ability to adjust focus. The noise level in the work environment is usually low to moderate.

## **NOTE**

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbents will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities.