



Youth Summer Intern Job Description

(if you are unavailable at a certain time, your attendance at certain meetings or the times of those meetings may be negotiable)

Job Requirements

- 1. Have a personal relationship with Christ.**
- 2. Take personal time and reflection time with the Lord—this type of ministry can be go, go, go and we ask you to slow down!**
- 3. Participate in programming and planning.**
- 4. Help run summer youth group programming. (Sunday and Wednesday Evenings)**
- 5. You will be asked to go on at least one trip or retreat.**
- 6. Interns are expected to assist in planning as well as attend our Summer Camp in Ellensburg, WA. (August 3-5).**
- 7. Meet with students during the week outside of group time.**
- 8. Make youth staff and all staff meetings.**
- 9. Attend weekly or bi-weekly Youth Ministry Training times.**
- 10. Attend Sunday Worship.**



Specific Responsibilities

Relationship Development:

1. Participate weekly in relationship development.
2. Meet with students weekly for conversations in public areas, such as coffee shop, ice cream, etc.
3. Reach out to students via text or phone calls to invite them personally to events.
4. Daily be in prayer for students.
5. Work with students who are leaders in our youth group to outreach to friends who may not be involved in a church.

Youth Ministry Core:

1. Participate in weekly planning meetings.
2. Participate in creative planning sessions.
3. Speak multiple times during the internship.
4. Attend Youth Group (Sunday and Wednesday nights) and Sunday morning worship. Actively engage youth in all of these areas.
5. Participate in at least one extra programming (camp or mission trip) during the summer.

Assimilation

1. Assist with follow up of every student visitor from Sunday Worship, Youth Group, or other events.
2. Actively engage new students or students who seem to be more on the fringe to help them feel included and welcome.

Administrative:

1. Provide any administrative help needed in the student ministry office, including preparing bulk mailings, copying, typing, emailing, phone calling, etc.

Other Events:

1. Plan 2 guys/girls events for specific ages.
2. Assist/Lead in planning for other events

Meetings:

1. Attend weekly youth ministry staff meetings.
2. Attend monthly Youth Group creative planning meetings
3. Meet bi-weekly with Ashley with pre-determined questions.

Gifts/Abilities/Calling: This person should express a strong calling to student ministry. Relational skills and a passion for student ministry is a must. While many skills and abilities are still being learned, this person should possess a humble spirit, eagerness to learn, responsible work ethic, and a servant heart to accomplish any tasks necessary. This person should be a team player with a willingness to be assigned responsibilities.



Sunday

8:45 AM-12:15 PM **Attend Worship and Engage with Youth**
5:45-8:15 pm **Middle School Youth Group**

Monday- time off/personal and relational time

In your unscheduled time, we expect that you are making sure to find time to further your relationship with the Lord, meet with students to develop relationships, and taking down time to yourself

Tuesday (approximate)

12:00-2:00 PM **Intern Training**
2:00-3:30 PM **Youth Staff Meeting**
6-8 PM **Interns are expected to join the "Young Adults" Small Group that meets on Tuesday Nights**

Wednesday

11:30-12:00 PM **All Staff Meeting**
Wed Afternoon: Time to meet one-on-one with Ashley
4:00-9:30 PM **High School Youth Group**

Thursday

Take office time to work on projects, talks, event planning, etc.

Friday

In your unscheduled time, we expect that you are making sure to find time to further your relationship with the Lord, meet with students to develop relationships, and taking down time to yourself

8 Hours/week are set aside for meeting with students, prayer for students, reaching out via text and phone call to new students or ones we haven't see in a while, planning additional youth gatherings (meeting to play Frisbee, going out to lunch, having a girls/guys night, etc.), and other "unscheduled" events.



Salary/Stipend

Interns will receive a salaried monthly stipend that will depend on the whether they are in the All-Youth position or interested in just one area of youth ministry.

Relationship Development Budget

Each Intern will have a budget for relationship development ministry that can be used towards expenses such as meals/coffee with students, additional planned events, guys/girls nights, and needed supplies.



FAQ'S

When does the internship begin?

Depending on your availability, the internship will begin in June and run through the end of August.

How many Interns do you accept?

We will usually employ 2-3 summer interns. The goal is that you will not be an intern alone, but instead be working on a team.

When will I find out if I am approved for the position?

You will be notified after April 29th to set up an interview and will be notified about the position in early to mid May.

How long is the Intern program? Is the length negotiable?

The Intern program will run the entire summer, but if your school schedule conflicts, we are willing to negotiate with you.

Do I have to find my own housing?

If you are applying and do not live in the area or have a place to stay, the Cornerstone Youth Director will attempt to help you find summer housing.

Can I work at the same time?

Every financial situation is unique and we desire to be sensitive. If you need to work an additional job over the summer, we ask that you make sure it will not conflict with the major meeting times, such as youth groups, staff meetings and trainings. Excessive absences from these important parts of the internship will result in dismissal from the program.