



Job Description

Position: Kids Ministry Summer Intern **Primary Reporting Relationship:** Adult Pastor & Kids Minister
Classification: Seasonal (Instructional Internship)
Ministry Area: Ministry Staff, Generational Team
Interfaces: BAC staff, students, volunteers, members, visitors, and other stakeholders as identified and appropriate.

Our vision: To saturate the 4B Area with the gospel by restoring people, families, and churches. (The 4B Area refers to the geographic area of Southeast Houston from the Beltway to the Beach and the Bay to Brazoria County.)

Profile: Our organization has a culture led by a collaborative and cohesive team that is dedicated to accomplishing our vision while living a lifestyle that demonstrates our **Values:**

- Gospel Restoration
- Spirit and Truth Empowerment
- Relentless Love
- Hands-On Service
- Kingdom Partnership

Job Purpose: The Bay Area KidMin internship will be a paid, stipend-based educational 12-week summer internship during specific dates set forth by the Kids Ministry. The KidMin Intern will partner with the Bay Area KidMin staff to fulfill the vision and mission of the kids ministry during the 12-week internship. The KidMin internship functions primarily to educate the intern in the many facets of ministering to kids and families at a local church. The KidMin Intern will report to the Adult Pastor and Kids Minister as his/her direct report. An outline or itinerary will also be provided to the intern for direction as to ministry educational schedule.

Major Responsibilities:

Personal:

- Pursue Christ and biblical community
- Model faith in marriage, family, and relationships
- Conduct all matters with moral and legal integrity
- Represent Bay Area Church well through all interactions (in-person, social media, etc.)

General:

- Sunday Morning KidMin Programming (responsibilities include, but are not limited to)
 - Assisting KidMin Resource Director in preparation for Sunday activities
 - Leading students in (Large Group/Small Group) "252 Kids" (*assignment is based on skill set*)
 - Interacting with kids and parents
- Kids Classes, 1st Wednesday Prayer Nights (*if it continues in the summer*)
 - Assisting in preparation/set up for the evening (select activities, gather resources, set up rooms) and also leading a class, if needed
- VBS (responsibilities include, but are not limited to)

- Assisting KidMin Staff in VBS preparation prior to the event
- Participating in VBS as a Leader (specific assignment to be determined)
- Assisting KidMin Staff as the event concludes
- CentriKid Preteen Summer Camp (responsibilities include, but are not limited to)
 - Observe and assist in preparation for camp with the KidMin staff
 - Attend Preteen summer camp
 - Lead students in a small group setting
- Fall Promotion Preparation (responsibilities include, but are not limited to)
 - Taking an inventory of current supplies in multiple age level areas on campus; purging used and replenishing with new supplies
 - Working with KidMin Staff on various tasks of Promotion Preparation
- Staff Book Discussion
 - The KidMin Intern will be asked to read one book pertaining to KidMin as it relates to our philosophy of Ministry to Kids and Families
- Intern Education
 - A schedule will be set up, allowing the KidMin intern to attend frequent meetings with different church staff pastors or executives. The sessions will give insight to different areas of church ministry leadership and how they fit together in the big picture of ministry at Bay Area Church

Specific skill requirements:

- Multi-tasking capability highly desirable
- Must demonstrate a desire for ministry with kids
- Must have completed Freshman year in college
- Must work well as a part of a team
- Must demonstrate discretion, flexibility, and accuracy

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to: climb; balance; stoop; kneel; crouch; reach; stand; walk; push; pull; lift; use hands to pick, pinch, type, feel, and grasp; and reach with hands and arms. The employee is required to use repetitive motion such as substantial motions of the wrists, hands, and/or fingers. The employee is expected to lift 20lbs of force occasionally, and/or up to 10lbs of force frequently. Visual requirements required include close visual acuity to perform tasks such as preparing and analyzing data, transcribing; viewing a computer terminal; extensive reading; and/or visual inspection involving small parts.

Environmental Conditions:

This position will subject an individual to both indoor and outdoor work environments. The individual may be subject to extreme heat and will be subject to high levels of noise.

I have received, reviewed and fully understand the job description for the position of **Kids Ministry Intern**. I further understand that I am responsible for the satisfactory execution of the essential functions described therein, under any and all conditions as described. I understand that this job description is not designed to contain a comprehensive list of all of the activities, duties, or responsibilities that are required of an employee for this job, and that the responsibilities and activities may change at any time with or without notice.

Employee Name _____

Date _____

Employee Signature _____