

# **RIVERSIDE CHURCH**

## ***Job Description***

**Job Title: Intern- Student Ministry**  
**Leadership: Development**  
**Classification: Non-Exempt/Part time (10hrs/wk)**  
**Department: Family Ministries**  
**Reports to: Student Ministries Pastor**  
**Effective Date: 09-01-2019**

### **PURPOSE:**

To develop and grow in ministry skill while enhancing the quality of spiritual growth and regional evangelism to the students of Riverside and into our community.

### **EDUCATION, SKILLS, ABILITIES, SPIRITUAL GIFTS:**

- Must be 18 years of age or older
- Ability to commit to 10hrs/wk
- Reliable transportation
- A passion for promoting the mission of Riverside Church / Riverside Students within the church while presenting a positive image of both within the community.
- A willingness to invest into Middle School and/or High School students.
- Basic knowledge of Microsoft Office (Word, Power Point, Outlook/email).
- Willingness to own a ministry area up-front or behind-the-scenes based on personal strengths and ministry needs.
- A solution-minded personality versus a needy/cautious temperament.
- Demonstrated ability to understand and relate to students and their families
- Must complete entirety of program September 1st, 2019 –July 31st, 2020

### **RIVERSIDE COMPETENCIES AND EXPECTATIONS:**

- Fully embraces Riverside Church's mission, vision and values (*Experience Grace, Grow in Love, Give of Self*). This includes building relationships with adults and students to further the Big 3 so people attend every week, become a part of a small group and find a place to serve.
- Be reliable, take initiative, and be self-motivated.
- Embrace and adapt to growth, change, innovation and creativity.
- Use appropriate judgment in the areas of discretion, sensitivity and confidentiality.
- Have a cooperative, healthy and motivating relationship with supervisors, department team members, co-workers and volunteers.
- Actively pursue a healthy personal relationship with Jesus Christ through regular prayer, meditation and study of God's Word.

### **ESSENTIAL FUNCTIONS:**

- Responsible for developing and completing ministry area projects in one or more of the following areas, based on your actual strengths:

- People saying "YES" to Christ: Creating a pathway to reach new students so they become a part of the family of God through Riverside Students
- Bridge-Building Events: Owning key pieces of existing events (Switch, Summer Kickoff, Beach Bash, etc) and/or creating new opportunities
- Spiritual Growth: Finding tangible ways to lead and track students as they move from "guest" to "regular attender" through a discipleship path.
- Small Groups/Teams: Creating healthy relational/spiritual opportunities for students to take part in a small group (up to 10 students) and teams (medium-sized groups that include other small groups).
- Volunteer Development: Guiding other volunteers to engage in regular serving, along with helping recruit new volunteers for a first-serve.
- Local Community Touches: Displaying God's love in helping/supporting others in need, be it via our own initiative or a like-minded organizations.
- Parent/Family Connect: Deepening and widening our partnership with the households of our students and area teenagers. This would include both internal and external investments (emails, seminars, etc).
- SQUAD Student Leadership: Helping nurture a biblical community within the ministry that's made up of all-in students who are willing to invest into each other and further our mission.
- Publications/Social Media/Advertising: Find a way to best promote who we are and what we're doing to students/families in our area (and beyond).
- Create/Oversee a Student Service Team: Between existing teams like worship band and tech, along with new possibilities like drama, dance, greeters and set-up, this would involve owning/shepherding a key area.
  - Communicate with key leaders (above/lateral/below) on a regular basis.
  - Attend a one hour a month full internship meeting.
  - Attend a larger one hour leadership meeting 1 or 2 times per year.
  - Attend a one day retreat/conference
  - Take part in a weekly Internship/Leader meeting during office hours.
  - Regularly participate in Wednesday night ministry, including set-up/tear-down with the rest of the team.
  - Be someone we can utilize on Sundays as needed for specific initiatives.

**RELATIONSHIPS:**

- Works as part of Family Ministries Team
- Reports to the Student Ministry Pastor
- Receives support from peers on Family Ministries Team
- Works in cooperation with Interns in Community Life, Communication Arts Department, Care Ministries, and Creative Arts.

**COMPENSATION:**

- Interns at Riverside are potentially eligible for a monthly stipend.

Approved by \_\_\_\_\_ Date \_\_\_\_\_