

# **Summer Intern Job Description**

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**Westminster Presbyterian Church**  
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## **I. Purpose**

The purpose of the summer internship is to provide staffing for summer youth ministries by utilizing college students from the Westminster Presbyterian Church membership. Priority is given to those who are considering full-time Christian ministry or working with students as a career.

## **II. Qualifications**

Those accepted as summer interns must meet the following criteria:

- A. Intern must exhibit an active and growing faith in Jesus Christ.
- B. Intern must be a member of Westminster Presbyterian Church. Exceptions must be approved by the Children and Youth Committee and Westminster's Session.
- C. Intern must have a passion for Christ and for youth, with priority given to candidates considering full-time ministry, missions or Christian counseling as a career.
- D. Intern must have a willingness to serve in a team environment and have a basic understanding of and ability to teach the Scriptures.

## **III. Job Description**

- A. **Accountability:** Summer interns are assigned to the youth ministry and report directly to the Youth Pastor. Interns will meet weekly with the Youth Pastor to review the intern's ministry, to pray, and to discuss personal growth and/or concerns.
- B. **Responsibilities**
  1. Help plan and lead any youth group meetings.
  2. Relational ministry with students. Contact students throughout the week by phone and in person in order to build relationships with them and encourage them spiritually.
  3. Plan and assist with summer activities such as day trips, fellowship events and other events.
  4. Teach Jr. High Sunday School.
  5. Lead and facilitate Tuesday morning Bible study for Jr. High students.
  6. Help plan & lead the Jr. High Kingdom Builders Mission Trip to Lancaster (July 9-12).
  7. Assist the staff of Vacation Bible School during the week of VBS (July 21-24).
  8. Other duties as assigned.

## **IV. Terms of Service**

- A. The deadline for applications is Sunday, March 2nd, 2025.
- B. The internship lasts 12 weeks out of the summer from May 27th to August 12th.
- C. The intern is expected to work up to 40 hours per week in their ministries, with schedules to be worked out individually. Ministry time will include study time for ministry, contacting students, youth group activities, weekly reviews with youth pastor, teaching, and discipleship.
- D. Intern will be paid \$14.00/hour plus overtime on some weeks (can earn up to \$5,880 for the 12 weeks) and is generally paid near the 16<sup>th</sup> and 1<sup>st</sup> of June, July, and August.