

**Note:** This job description was written for one of our 2019 summer interns. Some of the responsibilities will change depending on your skills and what you want to learn this summer. For instance, if you're musically skilled, we'll likely have you work with our worship team. If you want to learn about budgeting and the "business side" of ministry, we'll have you track donations for our mission trips. If you've got specific interest in teaching, we'll have you teach a few more lessons than the other interns. We'll work together to form a job description that fits you best!

**Christ Evangelical Presbyterian Church (PCA)  
8300, Katy Fwy, Houston, TX 77024**

**Student Ministries Summer 2020 Intern**

**Position Summary**

The Student Ministries Summer Intern position is designed as an opportunity for college students to learn more about ministry in the local church, and youth ministry in particular. This role benefits CEPC by having a college student who is a role model for our students, and helps them grow in their love of Christ, His Word, and His Church. This role benefits the intern by providing mentorship, genuine leadership opportunities, and an opportunity to grow strengths and work on weaknesses. If a summer intern desires to go into vocational youth ministry, this role will equip them with excellent training. If the intern chooses to work in another field, this role will prepare them to be the best volunteer their future church will ever have, and give them soft skills that will help them in any field.

**Position Requirements**

Education	Completed at least one year of undergraduate studies.
Knowledge	Commitment to the inerrant Word of God and an embrace of Reformed Theology; well informed about current adolescent culture and issues.
Strengths	Passion for relationships; a desire to lead others to mature in Christ; a teachable personality.

**Responsibilities and Results**

<u>Result #1</u>	The Director of Student Ministries has been assisted in planning and promoting all summer events in a way that the targeted number of youth participate.
<u>Result #2</u>	All events on the Student Ministries summer calendar have been attended by the intern.
<u>Result #3</u>	The Summer Intern has learned the names of every student and parent on the rolls.
<u>Result #4</u>	All students on the rolls have been regularly prayed for.
<u>Result #5</u>	In conjunction with the Director of Student Ministries, ensure that every student on the rolls has been met with at least once during the summer.
<u>Result #6</u>	<i>Holiness</i> by JC Ryle has been read and discussed with the rest of the Student Ministry Staff.
<u>Result #7</u>	At least one gender-specific Bible study has been planned, recruited for, and launched in the home of one of our middle or high school students.
<u>Result #8</u>	Every event for Young Adults at CEPC has been attended by the intern.
<u>Result #9</u>	The Pastor to Young Adults has been assisted in reaching out to every current college student from CEPC, and they have been invited to participate in Young Adults events and activities.
<u>Result #10</u>	The Director of Student Ministries has been assisted in planning youth mission trips.
<u>Result #11</u>	Daily devotional times for both mission trips have been planned and executed by the intern.
<u>Result #12</u>	One "worship night" event has been scheduled, planned, and promoted with excellence.
<u>Result #13</u>	"Music binders" have been created for every member of the youth worship team. This will involve choosing 15-20 songs that are regularly sung in corporate worship but are especially appropriate for students, finding the appropriate chord charts and compiling them together, and ensuring ProPresenter has the correct lyrics for those songs.

**Time Commitment:** Full-time (35+ hours per week)

10-12 hours – Attendance at all youth activities (Youth Sunday School, City Group meetings, special events, mission trips, and student leadership meetings.)

10-15 hours – Contact and relational work (one-on-one meetings, small group meetings attending sporting events, etc.)

10-15 hours – Office time (staff meetings, mentorship meetings with Director of Student Ministries, administrative tasks, planning and preparing Bible studies, praying for students and events, event planning, maintaining general appearance of the youth building)

**About CEPC**

- What is the size of our church?
  - CEPC is a church of 700 people located in the heart of Houston, Texas.
- What is the denomination of our church?
  - Our church is a denomination of the Presbyterian Church in America (PCA).
- What is the theological foundation of our church?
  - CEPC recognizes the scriptures of the Old and New Testaments as the inerrant Word of God, and embraces Reformed Theology as expressed in the Westminster Confession of Faith.
- What is the purpose and mission of your church in general and regarding youth ministry in particular?
  - CEPC exists to make disciples who love Christ, His Word, and His Church through the ordinary means of grace. Likewise, our Student Ministry exists to help middle and high school students love Christ, His Word, and His Church.

**To Apply**

Please contact Patrick Fischl, Director of Student Ministries at CEPC, via email at [patrick@cepc.org](mailto:patrick@cepc.org) to receive an application.