



Redland Baptist Church
6922 Muncaster Mill Road, Derwood, MD 20855

Position Description—Summer Children’s Ministry Intern

Principal Function

The Summer Children’s Ministry Intern will assist the Children’s Ministries and their programs by providing administrative support, managing supply and resource utilization, and supporting ministry leaders in their roles as Sunday School teachers and RBC Camp workers, and helping with other summer program events. He or she will also be provided with opportunities to observe and learn about Christian ministry by doing ministry, reading articles, and evaluating methods and best practices.

Qualifications

- At least 16 years old
- Completed 10th Grade
- Enjoys working with children and youth of all ages
- Teachable spirit

Lifestyle Expectations

- Is a growing Christian of high moral character
- Active member of Redland Baptist Church and Youth Group
- Spends time in prayer and Bible study on a daily basis
- Is involved in personal discipleship, either small group or one-on-one

Anticipated Time Commitment

- Approximately 15-20 hours a week including Sunday Morning (8am-12:30pm)
- 10 weeks during the summer (beginning as early as June 16, ending as late as September 1)

Accountable to

Minister of Children, Young Adults and Outreach

Meetings

Weekly Supervisor Meetings

Responsibilities

1. Assist with Supplies for Sunday School and Preschool Extended Care Nursery.
2. Be familiar with Children's Ministry policies.
3. Assist with planning special projects, activities, and Church-wide events that will involve children and families.
4. Inspect the classroom spaces for cleanliness and safety in accordance with the Infection Control and Child Protection Guidelines for Children's Ministry programs.
5. Organize and maintain Children's Resource Room and Preschool Resource Room.
6. Assist with room arrangement to coordinate with Sunday School annual promotion and Awana Kick-off.
7. Help plan and prepare for Children's Merge Class in August.
8. Organize and maintain supplies and cleanliness in youth spaces.
9. Additional duties will be negotiated based on interest and talents.

Stipend

The stipend for this position is \$120 per week for 10 weeks (no benefits).

To Apply for Summer 2019

- Submit Redland Baptist Church Paid & Volunteer Staff Application Form directly to Peggy Peek (peggypeek@redlandbaptist.org) by June 9, 2019.