

# Children's Ministry Intern/Resident:

## Sample Job Description

### Major Projects

- Summer
  - Soccer Camp
- Fall
  - Fall Fest/Family Fun Night
  - Christmas Store Planning
- Spring
  - Eggstravaganza

### On-going Weekly Tasks

- Help plan and prepare weekly lessons for birth-PreK, K-3, 4th-5th Grades
- Onsite weekend duties:
  - Checking in and registering new families
  - Experience in teaching on the weekends with the different age groups
  - Checking in with volunteers
- Assist with social media posts
- Help plan and prepare monthly themes and decor in birth-PreK area
- Assist planning/preparing for Play Café (Open gym sessions in the fall and winter)

### Meetings

- Weekly Children's Ministry meeting: **Tuesday or Wednesday mornings**
- Staff Coffee: **Wednesdays 10:00-10:45 am (every other Wednesday, see calendar)**