



## Ministry Title

Kids Ministry Intern

## Job Overview

The Kids Ministry Intern will support the Kids Ministry team in creating a positive and engaging environment for children. This role is designed to provide hands-on experience in children's ministry, including planning and executing programs, interacting with kids and families, and assisting with administrative tasks.

## Responsibilities

1. **Program Support:** Assist in planning and implementing weekly children's programs and special events. Help set up and clean up for events, services, and classes.
2. **Teaching and Interaction:** Participate in teaching and leading small groups, games, and activities. Build relationships with children and their families, offering support and encouragement.
3. **Administrative Tasks:** Aid in creating and organizing teaching materials and resources. Help with registration, communication, and record-keeping.
4. **Event Coordination:** Assist with planning and organizing special events such as Vacation Bible School, holiday programs, and family outreach activities. Support event logistics and volunteer coordination.
5. **General Duties:** Attend and contribute to team meetings and training sessions. Provide feedback and ideas to improve the ministry's programs and outreach.

## Organizational Relationships

1. **Accountability:** The Kids Ministry intern is accountable to the Kids Ministry Director. This relationship is maintained through personal contact and through weekly meetings. Attendance at the weekly staff meeting is not required. Please see the Ambassador Employee Handbook for more information.
2. **Church Relationships:** Church attendance is required and expected to create healthy life-giving relationships with members.
3. **Staff Relationships:** While not attending weekly staff meetings, the Kids Ministry Intern is a member of the staff and expected to be in harmony with other staff and seek unity to build a healthy, trusting, and effective team.

## Qualifications

- **Character:** Integrity and a growth mindset are needed in this position. We are looking for someone with a flexible, dependable, and enthusiastic attitude for this position.
- **Knowledge/Skills:** Must be at least 18 years old and with some prior experience in children's ministry or related volunteer work. While having a passion for children is very important, an

ability to communicate and work with adults is also necessary. Administration, communication, interpersonal, and organizational skills are valued.

- **Passion:** Cultivating a growing relationship with Jesus is essential to having an effective internship at Ambassador Church. Furthermore, this position requires a love for people and desire to contribute to building a healthy team and church.
- **Background Check:** Require live scan through Ambassador Church before hired.

### **Benefits and Compensation**

- Hands-on experience in children's ministry.
- Mentorship and guidance from the Kids Ministry Director.
- Opportunities to develop leadership and organizational skills.
- Learning to build relationships with all ages.
- 10 hours/week.
- \$16.50/hour
- October 2024 - June 2025 (Academic Year 2024-2025)

### **Application Instructions**

Please submit your resume and a cover letter detailing your interest in the position and relevant experience to Tina Tran at [tina@ambassadorchurch.com](mailto:tina@ambassadorchurch.com).