

STUDENT MINISTRY RESIDENT

JOB DESCRIPTION

Supervisor's Title: Student Pastor
Position Type: Internship, Temporary, Non-Exempt
Location: PaulAnn Church Campus

General Summary

The Student Ministry Resident is a member of the Student Ministry Department. The primary responsibility of this position is to assist the Student Pastor in all aspects of the student ministry. This person will be expected to contribute to the team spirit of the staff through fellowship, encouragement, cooperation, prayer and other appropriate ways as he/ she serves Jesus and the church. This position provides ministry exposure and opportunities to the Intern for the ultimate purpose of equipping for future ministry.

Job Duties & Responsibilities (including but not limited to)

- The Plug (Sunday morning)
 - Arrive 1 hour early to turn on music and greet students as they arrive.
 - Teach as requested
- Wednesday nights
 - Make sure games are set up and ready for students
 - Set up the leader table
 - Help lead a small group.
 - Assist with building cleanup / lockup.
- Special events
 - Help plan events (d-now weekend, camp, etc) as directed by the Student Pastor.
 - Assist in planning, preparation, and execution of events
- Clean and organize the Student Center, the Sprung, and other student meeting areas.
- Meet with Student Pastor regularly to plan/organize current and future events.
- Recruit, enlist, and communicate with ongoing volunteer leadership for programs, events and activities of the student ministry.
- Attend staff meetings as requested
- 1-on-1 Check-ins with Student Pastor
- Other related duties as assigned.

Qualifications

Education and/or Experience (must have one or more of the following)

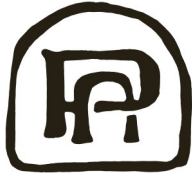
- Enrolled in a Training Program

Knowledge and Skills

- Ability to lead and deploy teams of students to accomplish events and tasks.
- Ability to speak effectively before groups of students.
- Ability to interact with parents and other adults.
- Ability to apply common sense understanding to carry out instructions furnished in both written and oral form.
- Ability to follow-through and follow-up with people and tasks.

Licenses, Registrations, and Certificates

- Must pass a background check, and successfully complete Ministry Safe training.
- Valid Driver License
- Must sign and agree to Student Ministry Honor Code

**Personal Characteristics and General Expectations**

- A passionate Christ-follower who is trustworthy, humble, and teachable.
- Leads a life of obedience and example and is growing in his/ her walk with Jesus Christ.
- Strive to maintain positive and fruitful relationships with other PaulAnn employees, members, and leaders.
- Have a joyful passion and love for the Student Ministry.
- A collaborative team player.
- Has integrity, great work ethic, responsibility, organized, and diligence.
- Agreement and commitment to the theology, mission, values and culture of PaulAnn Church

Physical Requirements

- This position may require long periods of standing, walking and playing.
- Lifting / carrying up to and over 25 pounds.

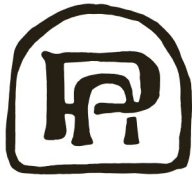
Hours of Work

This is an abbreviated 6-month paid internship starting March 1st and ending August 31st, at which point it will be re-evaluated to be renewed for one year. The schedule is for 20 hours per week, arranged as follows and subject to change as needed:

Sundays: 8:30am-12:30pm

Wednesdays: 3:30pm-8:30pm

Mondays, Tuesdays, Thursdays: Determined by Student Pastor and Resident



Employment At-Will

All employees of PaulAnn are at-will, as such, are free to resign any time without reason. PaulAnn likewise, retains the right to terminate an employee's employment at any time with or without reason or notice.

Nothing contained in this job description or any other document provided to the employee is intended to be, nor should it be, construed as a guarantee that employment or any benefit will be continued for any period of time. Any salary figures provided to an employee in annual or monthly terms are stated for the sake of convenience or to facilitate comparisons that are not intended and do not create an employment contract for any specific period of time.

No supervisor or employee of PaulAnn has any authority to enter into any agreement for employment for any specified period of time or to make any agreement for employment other than at-will.

Acknowledgment

I have read and received a copy of my job description. I understand this overrides anything I have been given or told in the past. I further understand that I am expected to follow my job as is outlined above and if I have any questions concerning what is expected of me, I will speak with my immediate supervisor. I also understand that the statements herein are intended to describe the general nature and level of work being performed by staff members and are not to be construed as an exhaustive list of responsibilities, duties, and skills required of staff so classified. Therefore, the individual may perform other related tasks under the direction of their supervisor.

Reviewed with employee by

Signature:_____ **Name (print):** _____

Title:_____ **Date:** _____

Received and accepted by

Signature:_____ **Name (print):** _____

Title:_____ **Date:** _____

The company is an Equal Opportunity Employer, drug free workplace, and complies with ADA regulations as applicable.