

APA CHILDREN'S INTERN

Title: Youth Intern

Length: May 27 - June 22 or June 23 - August 17, 2026 (8 weeks)

Required Hours: 35 hours per week

Remuneration: \$18.85 per hour

The Children's Intern is primarily responsible for supporting the Children's Pastors of APA. This includes the organization of APA Kids through preparation, execution and development of weekly kids programs as well as events.

REPORTING RELATIONSHIPS

1. Direct Report/Supervisor: Kids Pastor - Ariana Cornelius

POSITION EXPECTATIONS

1. APA Kids (25 hours per week)
 - a. Ministry Development
 - i. Prepare lessons, email volunteers, meet with parents and volunteers
 - ii. Discipleship of children and youth on an as needed basis
 - b. Events
 - i. Participate in planning and execution of kids ministry events throughout the year (Family movie night, summer camp, etc.)
 - ii. Assist in leadership training and development of adults and children
 - c. General
 - i. Responsible for setup and cleanup of all kids events and activities
 - ii. Responsible for general kids ministry related office duties, emails, phone calls, etc.
2. Facilities (4 hours per week)

Once per week, our team of interns will help with a different project around the church to help fix & improve our facilities.
3. Sunday Mornings (4.5 hours per week)
 - a. Set up for our Sunday Services begins at 8am on Sunday mornings
 - b. Interns will primarily serve within APA Kids but may be needed elsewhere from time to time
 - c. Interns will also help with the cleanup/tear down of all ministries after the service
 - d. We expect all Sunday responsibilities to be concluded by 12:30pm
4. Other Interests (1.5 hours per week)
 - a. We want to intentionally set aside time for our interns to pursue experience in areas of ministry that they are curious about.

ADDITIONAL EXPECTATIONS

1. Attitude
 - a. Maintains a spirit of encouragement and positivity
 - b. Displays flexibility as needs & expectations shift
 - c. A desire to serve in whatever capacity is needed
2. Spiritual
 - a. A clear testimony of saving faith in Jesus Christ
 - b. A belief in the inspired, infallible and sufficient Word of God, and a passion to live by it
 - c. A character that exhibits the qualities outlined in 1 Timothy 3:17; Titus 1:6-9; 1 Peter 5:2-4
 - d. Agreement with the spirit and intent of our Statement of Faith
 - e. A heart for the lost and dedication to proclaiming the Gospel of our Lord and Saviour Jesus Christ
 - f. Recognition for the need to maintain a wholistically healthy lifestyle by establishing work-life boundaries
 - g. Maintain a personal prayer and devotional life
 - h. Commitment and support of the Church by a regular tithe

MENTORING EXPECTATION

1. Weekly 1-on-1 check-in with Direct Report
2. Weekly staff meeting

PERFORMANCE MEASUREMENTS

1. Daily - Set role requirements, distribute tasks, and ensure expectations are understood
2. Weekly - Regular check in with Direct Report
3. Monthly - Review of personal and spiritual growth

I, _____, have read and understand the attached job description and believe it to be accurate and complete. To the best of my ability, I will fulfill all of the duties prescribed herein with excellence, and keep all office and church matters strictly confidential. I will always strive to publicly and privately support the leadership of the church in attitude, word and deed. I understand that the Intern Supervisor, in conjunction with the Lead Pastor and the board, retain the right to change this job description at any time.

Children's Intern

Date

Lead Pastor

Date