



## **College Intern (multiple intern positions available)**

### **CPC'S VISION**

To boldly extend the invitation Jesus makes to us, to everyone.

### **OVERVIEW**

The College Intern position provides the opportunity to deepen your personal relationship with God, develop leadership skills, and gain valuable job experience. The summer experience at CPC provides tangible opportunities to be a part of the local church in a new and exciting way. Summer interns work with either the Kid's Ministry or Student Ministries teams to plan and implement summer activities, including summer camps and events. Interns will learn valuable skills including running programming, facilitating logistics, planning details of camp, collaborating with a team, and recruiting participants. Interns also spend a great deal of time every day developing and deepening their own spiritual lives through large group discussions, personality assessments, experiencing different elements of the city, and through Bible study.

### **PRIMARY RESPONSIBILITIES**

- Involvement in the planning and implementation of summer camps and events including programming, administrating, and leading
- Meet with the staff members of assigned team
- Attend weekly planning meetings
- Attend daily spiritual development time
- Build and maintain relationships with kids or students; engage in weekly contact work
- Attend all Chillin' & Grillin' events (College Ministry)
- Work and serve on a team with other college interns
- Develop engaging curriculum
- Perform necessary administrative tasks
- Mentor and disciple students
- Engage in relational ministry throughout the summer
- Work six Sundays throughout the summer (Kids Ministry interns only)

### **MINIMUM REQUIREMENTS**

- Actively pursuing a relationship with Christ
- Highly teachable with a desire to be mentored and grow in leadership
- Ability to engage kids and students in authentic, relational ways
- Collaborative working style and ability to work well with a team
- Experience working with and leading kids, middle school, or high school students
- Self-starter with a strong work ethic
- Ability to adapt to unexpected changes as they occur.
- Working knowledge of Microsoft Office (Outlook, Excel, Word)
- One year post high school graduation

### **PREFERRED REQUIREMENTS**

- Leadership skills and abilities

- Relational gifts
- Basic understanding of vocational ministry with a desire to learn more
- Strong organization, detail-orientation and multi-tasking skills

### **PHYSICAL REQUIREMENTS**

- Ability to sit, walk, and/or stand for extended times

**POSITION REPORTING:** College Interns report dually to the Assistant Director of Student Leadership & College Ministry and lead staff on assigned team. Interns will also report to relevant staff for camp planning.

**HOURS:** This is a seasonal and temporary position from May 26-August 12. 40+ hours per week. Summer interns will not have time to hold a 2<sup>nd</sup> job or attend summer school due to travel schedule. Summer interns will also not be able to take vacation days.

**COMPENSATION:** stipend, paid out over the course of May 26-August 12.

**TRAVEL:** This position requires travel on the following dates (based on assigned team; travel is only for overnights):

#### Kids Ministry:

- Intern Retreat—May 26-28 (overnight)
- Hope Shores—June 14-19 (overnight camp)
- VBS—July 13-16 (day camp)
- Sunday School—Sunday mornings (weekly, six throughout the summer)
- Summer Blitz Events (dates TBD)
- Chillin' & Grillin' College Outreach (weekly, evening)

#### Student Ministries:

- Interns are assigned specific camps to attend
- Student ministry interns will be split between two focus teams

#### Team A

- Intern Retreat—May 26-28 (overnight)
- Rockslide—June 22-26 (overnight camp)
- Summit—August 1-7 (overnight camp)
- Middle School Service Days (day camp, TBD)
- Chillin' & Grillin' College Outreach (weekly, evening)

#### Team B

- Intern Retreat—May 26-28 (overnight)
- Rockslide—June 22-26 (overnight camp)
- Quest—July 6-10 (overnight camp)
- Summit—August 1-7 (overnight camp)
- Chillin' & Grillin' College Outreach (weekly, evening)

This job description describes the general nature and work expected of an individual assigned to this position. Employees may be required to perform any other job-related duties as requested.

For further information, email:

**Matt Ferris, Assistant Director of Student Leadership & College Ministry**  
**mattf@cpconline.org**

A Letter from Matt Ferris:

Thanks for your interest in our College Internship Program. We are currently accepting applications for the Summer 2019. Applications must be received by December 15. If you're new to CPC, our entire Family Ministry staff is excited to meet you and get to know you. If you've been around CPC for a while now, we are excited to catch up with you.

The CPC College Summer Internship has been a staple of Family Ministry since the mid-1990's, giving college students the opportunity to experience vocational ministry in the local church, engage in relational ministry with elementary through high school students, and experience personal growth through intentional spiritual development. Our interns work in tightly-knit teams to create camps and relational ministry experiences that give kids and students the space to meet Jesus and experience Christian community. If all this sounds like a good fit for you, we would love for you to apply!

A few notes about our application process:

- The process begins with you reading this letter and reviewing the job description, tenet agreement, and lifestyle agreement.
- After you decide that you'd like to apply, you can head to the online application (link below) and fill it out. I have included the application questions that you'll answer so you can think about and write out your responses prior to filling out our application. We will also require you to attach a resume and cover letter as well as signed copies of the tenet agreement and lifestyle agreement.
- Your application will be reviewed and you may be contacted for an interview.
- Finally, after interviews are complete, we will meet as a Family Ministry team to make our selections. We will contact you by February 5 regarding our decision.
- For returning applicants: If you have previously served as an intern with CPC, please fill out the returner's application rather than the regular application.

Application Process Calendar

**October 15:** Application is posted.

**December 15:** Applications are due. Any applications that are received after the deadline are not guaranteed review or an interview.

**December 16-20, January 6-15:** Interviews with Matt & Family Ministry staff

**February 5:** Internship offers are released.

Thanks again for your interest in CPC's Summer Internship Program. We look forward to reading your applications and meeting you. If you have any questions please don't hesitate to email or call.

God Bless,

**Matt Ferris**

mattf@cpconline.org | 952-920-8515 x 207

Assistant Director of Student Leadership & College Ministry

Christ Presbyterian Church

## Application Questions:

### For new applicants:

- Describe your relationship with Jesus. What has it looked like this past semester?
- What strengths do you bring to a team while working on a project?
- How will our intern community benefit from having you on the team?
- What is an area in which you would like to grow this summer?
- What are some questions, doubts, or thoughts that you have recently been wrestling with about God or spiritual life? How do you process these things?
- What has been the most helpful feedback you've received? How did you put that feedback into practice?
- How would you explain the Gospel to a student? How might you contextualize your answer for students of different ages?
- Tell us a little bit about your story.
- What possible scheduling conflicts may you have this upcoming summer?

### For returning applicants:

- Why do you want to be an intern for a second (or third) summer?
- Describe your relationship with Jesus. What has it looked like this past semester?
- How have you grown since the internship ended in August?
- How will our intern community benefit from having you on the team?
- How will first-year interns benefit from having you on their team this summer?
- What are some questions, doubts, or thoughts that you have recently been wrestling with about God or spiritual life? How do you process these things?
- What is something that you contributed to last summer that went really well? What did you learn from that experience?
- What is a mistake you made last summer and how would you change it this next summer?
- What was the most helpful feedback you received last summer? How have you put that feedback into practice this fall?
- Imagine that you are in the early stages of planning a camp with your team of interns, what role would you take in your team?
- What possible scheduling conflicts may you have this upcoming summer?

### Resume:

We require a resume and cover letter, but do not have a specific format that we require, so use whatever format you think would clearly allow us to learn more about you and your experience. We ask that, at minimum, it would include sections on (1) education, (2) work experience, (3) relevant volunteer experience, and (4) any special skills relevant to the internship (e.g. graphic design experience, acting or public speaking experience, etc.) We would also appreciate any information that lets us know more about your personality and working style, (Myers Briggs, Enneagram, Strengths Finders, etc.) but this is not required.

Ready to apply? Follow this link to our application.

**First Time Application: <http://bit.ly/cpcinternapp20>**  
**Returning Application: <http://bit.ly/cpcreturningapp20>**



## ECO Essential Tenets Agreement

Christ Presbyterian Church is under the ECO denomination and affirms the essential tenets of the ECO denomination. Presbyterians have been of two minds about essential tenets. We recognize that just as there are some central and foundational truths of the gospel affirmed by Christians everywhere, so too there are particular understandings of the gospel that define the Presbyterian and Reformed tradition. All Christians must affirm the central mysteries of the faith, and all those who are called to ordered ministries in a Presbyterian church must also affirm the essential tenets of the Reformed tradition. Recognizing the danger in reducing the truth of the gospel to propositions that demand assent, we also recognize that when the essentials become a matter primarily of individual discernment and local affirmation, they lose all power to unite us in common mission and ministry. Below is a summarized version of ECO's essential tenets. If you would like to read the full document you can read it at <http://bit.ly/ecotenets>.

I. **God's Word: The Authority for Our Confession** - We glorify God by recognizing and receiving His authoritative self-revelation, both in the infallible Scriptures of the Old and New Testaments and also in the incarnation of God the Son.

### II. Trinity and Incarnation: The Two Central Christian Mysteries

I. **Trinity** - With Christians everywhere, we worship the only true God—Father, Son, and Holy Spirit—who is both one essence and three persons.

II. **Incarnation** - Jesus Christ is both truly God and truly human. The divinity of the Son is in no way impaired, limited, or changed by His gracious act of assuming a human nature, and that His true humanity is in no way undermined by His continued divinity. Jesus, who was sent from the Father, has now ascended to the Father in His resurrected body and remains truly human.

### III. Essentials of the Reformed Tradition

I. **God's grace in Christ** - The present disordered state of the world, in which we and all things are subject to misery and to evil, is not God's doing, but is rather a result of humanity's free, sinful rebellion against God's will. No part of human life is untouched by sin. Our desires are no longer trustworthy guides to goodness, and what seems natural to us no longer corresponds to God's design. In union with Christ through the power of the Spirit we are brought into right relation with the Father, who receives us as His adopted children. Jesus Christ is the only Way to this adoption, the sole path by which sinners become children of God.

II. **Election for salvation and service** - Having lost true freedom of will in the fall, we are incapable of turning toward God of our own volition. God chooses us for Himself in grace before the foundation of the world, not because of any merit on our part, but only because of His love and mercy. Through His regenerating and sanctifying work, the Holy Spirit grants us faith and enables holiness, so that we may be witnesses of God's gracious presence to those who are lost.

III. **Covenant life in the church** - In Christ, we are adopted into the family of God and find our new identity as brothers and sisters of one another, since we now share one Father. Within the covenant community of the church, God's grace is extended through the preaching of the Word, the administration of the Sacraments, and the faithful practice of mutual discipline.

IV. **Faithful stewardship of all of life** - The ministries of the church reflect the three-fold office of Christ as prophet, priest, and king – reflected in the church's ordered

ministries of teaching elders, deacons, and ruling elders. Jesus teaches us that we are to love the Lord our God with all our heart, with all our soul, and with all our mind. There is no part of human life that is off limits to the sanctifying claims of God.

V. **Living in obedience to the Word of God** - Progress in holiness is an expected response of gratitude to the grace of God, which is initiated, sustained, and fulfilled by the sanctifying work of the Holy Spirit. The life of prayer includes praise to God for His nature and works, sincere confession of our sin, and intercession for the needs of those we know and for the needs of the world. As we practice the discipline of regular self-examination and confession, we are especially guided by the Ten Commandments. We therefore hold one another accountable to:

- I. worship God alone, living all of life to His glory, renouncing all idolatry and all inordinate loves that might lead us to trust in any other help;
- II. worship God in humility, being reticent in either describing or picturing God, recognizing that right worship is best supported not by our own innovative practices but through the living preaching of the Word and the faithful administration of the Sacraments;
- III. eliminate from both speech and thought any blasphemy, irreverence, or impurity;
- IV. observe the Sabbath as a day of worship and rest, being faithful in gathering with the people of God;
- V. give honor toward those set in authority over us and practice mutual submission within the community of the church;
- VI. eradicate a spirit of anger, resentment, callousness, violence, or bitterness, and instead cultivate a spirit of gentleness, kindness, peace, and love; recognize and honor the image of God in every human being from conception to natural death.
- VII. maintain chastity in thought and deed, being faithful within the covenant of marriage between a man and a woman as established by God at the creation or embracing a celibate life as established by Jesus in the new covenant;
- VIII. practice right stewardship of the goods we have been given, showing charity to those in need and offering generous support of the Church and its ministries;
- IX. pursue truth, even when such pursuit is costly, and defend truth when it is challenged, recognizing that truth is in order to goodness and that its preservation matters;
- X. resist the pull of envy, greed, and acquisition, and instead cultivate a spirit of contentment with the gifts God has given us.

Because we desire to be a community that upholds the values of honesty & authenticity, **we ask that you tell the Internship Director (Matt Ferris) or another trusted CPC staff member if you are struggling with the beliefs and values of the ECO essential tenets above or the beliefs and values of CPC.**

*Sign here to acknowledge that you understand the importance of the ECO tenets and agree to minister in a way that honors CPC's beliefs and values and the tenets of ECO this summer. I also agree that I will not teach, in any setting, something that is contrary to CPC or ECO's beliefs or tenets.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## Intern Lifestyle Agreement

The disciples often learned through observation of Jesus, not just by what He said. Because students are very observant, and much of our ministry is unspoken, we have an obligation as leaders to live godly lives and be above reproach. In order to maintain a healthy and effective relational ministry, we require our summer interns to agree to a *lifestyle* that demonstrates their passion to follow Jesus in action and in words.

CPC requires that all people in leadership positions actively pursue centering their lives around loving God with all of their heart, soul, mind, strength, and loving people the same way (Matthew 22:37-40), no matter what environment they're in. We expect the following will be reflected in leaders' lives:

- An evident desire to grow in your personal faith
- Active participation in a worship community (i.e. CPC Sunday Morning)
- A growing knowledge and engagement with scripture, prayer, and other spiritual practices
- A lifestyle outside of church that is consistent with one's lifestyle at church
- Respect towards staff, other interns and adult leaders, and students both inside and outside of CPC
- A willingness to learn, grow, and be stretched as a leader

\_\_\_\_\_ *Initial here to agree to engage in the above behaviors*

Because leaders are held to a higher standard (being "above reproach", 1 Tim. 3:2-3) when formally influencing other people, the Family Ministry staff at CPC require that you **not** participate in the following behaviors:

- Use of pornographic materials (Matthew 5:28, Proverbs 6:25)
- Illegal drug use and alcohol abuse – no drunkenness or underage drinking (Ephesians 5:18, Romans 13:13)
- Sexually immoral behaviors – no premarital sex, living with significant others outside of marriage, or engaging in relations outside of your relationship (1 Corinthians 6:18-20)
- Questionable patterns of behavior – self harm, addiction, etc. (Ephesians 2:9)
- Disrespectful and/or hurtful language towards others (Ephesians 5:4)
- Inappropriate social media posts – language & photos (Titus 2:7)

\_\_\_\_\_ *Initial here to agree to abstain from the above behaviors*

Because we desire to be a community that upholds the values of honesty and authenticity, **we ask that you tell the Internship Director (Matt Ferris) or another trusted CPC staff member immediately if you are struggling to engage in the positive behaviors and/or choose to participate in the negative activities listed above.** We hope to exemplify God's grace, knowing that no person is perfect. By sharing your hardships with staff, you allow yourself the pastoral care you deserve and together we can work towards growth.

The consequences for not adhering to the above Lifestyle Commitment vary by person and by circumstance. A continued struggle to adhere to the above Lifestyle Commitment may result in being asked to step down from the internship position in which you are working.

*Sign here to acknowledge that you understand the importance of the Lifestyle Commitment, will adhere to the lifestyle expectations, will proactively discuss struggles, and participate in purposeful and graceful conversations with staff members. By signing here, you also acknowledge that you agree to follow all parts of the lifestyle statement above immediately upon acceptance of internship position.*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*