

POSITION DESCRIPTION: INTERN IN CHRISTIAN EDUCATION (Part-Time Exempt)

PURPOSE: To gain experience as a Christian educator while taking classes in the required skills areas as recommended by the Certification Council. To assist the Director of Christian Education in the work with/for children of Southminster Presbyterian Church.

ACCOUNTABILITY: The Intern in Christian Education relates to the session through the Learning Council and its Children's Committee and works with and reports to the Director of Christian Education.

WORK WEEK: This position is for 11 hours per week and is for a one-year, renewable term.

BENEFITS: A stipend will be paid to the intern. The intern will have an opportunity to use and demonstrate new skills learned in classes in Biblical interpretation, reformed theology, program and mission, polity, Christian education theory and practice, human development, and worship and sacraments, under the direction of the Director of Christian Education, a Certified Christian Educator. Other benefits are according to the policies for professional exempt employees as set forth in the Personnel Policy Manual.

RESPONSIBILITIES:

1. Provide leadership in children's Christian education ministry, assisting the Director of Christian Education in recruiting and equipping leaders and teaching children as needed.
2. Act as an *ex officio* member of the Learning Council and its Children's Committee, working with them to select curriculum, establish and monitor the annual budget, and outline and implement goals that support the mission of Southminster Presbyterian Church.
3. Assist in the nursery as needed.
4. Assist with the Learning Resource Center.
5. Provide leadership support as needed for Vacation Bible School.
6. Participate in the connectional nature of the Presbyterian Church (U.S.A.) in matters of Christian Education (e.g., with the Presbytery of the Miami Valley and other judicatories).

POSITION REQUIREMENTS:

1. Has a strong commitment to Christ and to Christian education.
2. Is working toward certification as a Certified Christian Educator in the Presbyterian Church (U.S.A.).
3. Possesses a baccalaureate degree or a master's degree in education.

4. Exhibits solid interpersonal, planning, teaching, and mentoring skills.

RELATIONSHIPS: The Intern in Christian Education relates to the session through the Learning Council and its Children's Committee and works with the Director of Christian Education.

EVALUATION: Performance evaluation will be conducted annually by the Director of Christian Education with participation by a member of the Learning Council and a member of the Personnel Committee.

APPROVED: September 14, 2009

SIGNED BY INCUMBENT:

_____ Date: _____