

## **MINISTRY DESCRIPTION – YOUTH INTERN / LEADER – EDGEBROOK COVENANT CHURCH**

### **GOALS:**

- To encourage the evangelization and discipleship of youth (6<sup>th</sup> – 12<sup>th</sup> grade) from families who attend Edgebrook Covenant Church.
- To facilitate the participation in the larger life of Edgebrook Covenant Church from the youth of families attending ECC.
- To develop a team of adult volunteers to work with our youth.
- To welcome other youth - those whose families do not attend ECC into the program of ministries of ECC.
- To work with other Covenant and other local youth leaders in developing joint programming and outreach experiences for our youth.

### **PRIMARY RESPONSIBILITIES:**

- Plan a weekly event for 6<sup>th</sup> – 12<sup>th</sup> graders that focuses on drawing in youth from the Edgebrook neighborhood of Chicago. This likely will look different than a traditional youth group.
- Facilitate attendance at Covenant Youth Collision Events for both Jr. High and High School Students. Encourage participation in Discipleship, Serve, and Lead ministries, if appropriate.
- Help plan and fundraise for a summer event that incorporates our youth (CHIC, camp, mission trip).
- Help find a winter retreat (Covenant Harbor/Covenant Point) for our youth to attend.
- Co-teach confirmation with Sr. Pastor, or teach High School Sunday School class.
- Work with Sr. High students to plan and develop a physical space for them. (Church leadership will provide the physical space and budget for this)
- Work w/ Sr. Pastor & Assoc. Pastor for Mission & Family Ministry to incorporate youth into the larger life of the church
- Develop one-on-one relationship with the 6<sup>th</sup> – 12<sup>th</sup> grade youth being served by the youth ministry of Edgebrook Covenant Church.

### **OTHER RESPONSIBILITIES:**

- Attend Edgebrook Covenant Church on Sunday mornings.
- Attend ECC staff meetings.
- Recruit an opposite gender volunteer for neighborhood focused weekly events.
- Provide (at least) monthly communication to the CF&D board.
- Provide (at least) quarterly reports to the congregation.

### **SUPERVISION / ACCOUNTABILITY / SUPPORT:**

- Immediate supervisor: Senior Pastor. Additional support and accountability to the Associate Pastor for Mission & Family Ministries.
- The youth intern / leader will provide a monthly log (broken down in weeks) to the Senior Pastor detailing hours spent in specific areas of ministry in fulfillment of this ministry description.

### **EVALUATION:**

- A CF & D Board member and / or pastoral staff member will attend a Hi-League and an XTREME meeting (when not part of Hi-League) once a quarter.
- The senior pastor will meet w/ the intern quarterly for evaluation.
- A Lay Formation Committee will be established to provide support and feedback to the youth intern as well.

### **COMPENSATION:**

- Planned compensation is 1 year of housing for intern (and family) – to coincide with length of internship. Compensation is somewhat negotiable – please call for more information.

**HOURS EXPECTED:**

- 12 to 15 hours a week (average)

**LENGTH OF INTERNSHIP:**

- September 1, 2016 thru August 31, 2017.

**MISCELLANY:**

- Vacation leave: Four weeks including four Sundays
- Con't Ed. Leave: One week including one Sunday
- Other time off: As negotiated w/ pastoral staff and approved by CF & D Board
- Expenses incurred in fulfilling youth intern / leader responsibilities (such as taking students out for coffee, mileage, cost of tickets to a youth's event – play, game, concert – etc.): Reimbursed from youth ministry budget line item. Expense report and receipts submitted according to current procedures, including verification of charged items to the church's Visa account.
- Professional enrichment: Pay expenses up to current budget line item to attend one or more conferences (including Midwinter Conference) for professional enrichment in youth ministry.

**CONTACT / SEND RESUME TO:**

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