**Position Title:** Kids Ministry Intern  **Department:** Campuses

**Reports to:** Director of CedarCreek Kids **Campus/Team:**   
**Average Hours Per Week:** 25

**Position Summary:**

The Kid’s Ministry Intern is a campus’ steward of our Kid’s Ministry’s mission to introduce kids to Jesus and the life-changing adventure with him. Their primary focus is gaining comprehensive leadership experience in a Kids Ministry role, while engaging in ministry elements that best fit their giftings.

**Position Responsibilities:**

* Attend All-Staff Meetings
* Attend Campus Staff Meetings
* Attend Kids Director Meetings
* Gain a full understanding of these leadership responsibilities and execute per your direct report’s guidance:
  + Recruit, train, care for and develop the Kids DreamTeam
  + Make meaningful connections with families and children
  + Contribute to making the CedarVille environment safe and excellent for children
  + Lead all Preschool and Elementary Large and Small Group experiences with excellence
  + Help ensure all Kids Ministry Playbook policies are read, understood and implemented throughout the ministry
  + Provide support for Kids Ministry projects and events
  + Complete all requirements of the Internship Program
  + Complete any additional requirements assigned by the Campus Pastor, Direct Report, or Internship Director

**Position Requirements:**

* Being a tithing, Missional Member in good standing at CedarCreek Church
* Championing the 5 Agreements of CedarCreek Church
* Attendance at a weekend service and in an adult Group
* Modeling and championing the Mission, Vision and Core Values of CedarCreek Church
* Honoring the CedarCreek Church Staff 10 Points of Accountability
* Any additional requirements set by the Direct Report, Executive Director, and/or Elders

**Measurements:**

The Positionwill be evaluated by the following quantifiable measurements:

* Number and quality of leaders being recruited, trained and developed
* Number of weekly care connections with current volunteers
* Number of weekly connections with families
* Number of weekly connections with children
* Any identified Internship Program measurements

**Accountabilities:**

The Positionwill also be held accountable for the following:

* Ensuring that Church, Campus, and Ministry values are upheld personally and among volunteers
* Maintaining good fiscal responsibility, stewarding resources with excellence
* Maintaining unity within the Kids Ministry, across all Campuses and Ministry Areas
* Maintaining a positive mental attitude regarding the Church and its leaders, Ministry Services, and in the presence of guests, staff and volunteers at all times
* Adhering to all policies in the Kids Ministry Playbook

**Disclaimer:**

Nothing in this job description restricts the right of the Position’s Direct Report to assign or reassign duties and responsibilities to this job at any time. This is an at-will position and can be terminated at any time.

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**Position’s Signature Date**

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**Direct Report Position’s Signature** **Date**

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**Executive Director’s Signature Date**

cc.

Direct Report

Executive Director

HR/Employee File