

# INTERN

## ROLE DESCRIPTION

**MINISTRY TEAM: SERVICE PROGRAMMING WRITER**  
**CAMPUS OR MINISTRY TEAM: CENTRAL**

### MINISTRY EXPERIENCE SUMMARY

The Service Programming writer intern is a steward of our mission to introduce people to Jesus and the life-changing adventure with him. Their primary focus is gaining comprehensive leadership and writing experience in a creative and strategic writing role with weekend service programming that includes strategic scripting for live in-room hosts, scripting for promotion of strategies within service, as well as creative scripting for creative elements in service, while engaging in the overall creative process of service programming.

### MINISTRY EXPERIENCES:

Gain a full understanding of these leadership responsibilities and execute per the direction of their supervisor:

- Attend All-Staff Meetings
- Attend weekly Programming Meetings
- Attend weekly Central Arts Meetings
- Attend weekends to experience execution of service programming elements and for feedback and evaluation of what was created
- Gain a full understanding of the leadership and creative responsibilities of service programming and execute per your direct report's guidance:
  - Taking part in a team of creatives and the creative process
  - Creative writing elements that could include life change stories, creative portions of a service,
  - Strategic writing elements that carry vision for strategies and help people take a next step on the life-changing adventure
  - Participate in video shoots
  - Develop production and music DreamTeam handbooks for implementation across the ministry.
  - Develop documentation for CreekHelp for sustainability of processes and systems
  - Learn how systems like Planning Center and Rock support service programming and relationships
  - Provide writing support for ministry events
  - Complete all requirements of the Internship Program
  - Complete any additional requirements assigned by the Campus Pastor, Direct Report, or Internship Director