

**Northridge Presbyterian Church**  
**Job Description**  
**Faith Formation Intern**

**Type:** Part-time, salaried, exempt

**Time:** Varies depending on activities (such as Mission Trip); scheduled to be determined with Director of Faith Formation (DFF) and Pastor/Head of Staff

**Reports to:** DFF and to Pastor/Head of Staff

**PURPOSE:**

To provide support for the Director of Faith Formation and leadership for the Youth Group (in Junior High and High School).

**General Qualifications:**

1. Must have a clear understanding of and appreciation for the reformed tradition.
2. Ability to work appropriately with the Jr. High and Sr. High youth, balancing the need to set boundaries with the skill of building and maintaining rapport with the youth.
3. Willingness to take direction from the DFF and Pastor.
4. Ability to communicate with youth, church staff, and parents.
5. Willingness to assist DFF in planning and organizing events, and the visioning required to plan events during the time of Covid.
6. Ability to travel in sponsorship of youth on the summer Mission Trip and other conferences and camps throughout the year.
7. Ability to assist with Vacation Bible School and other family programming, including recruiting youth volunteers.

**Responsibilities:**

1. Model appropriate, positive, and productive Christian behavior in all areas of life, including social media.
2. Strive to build uplifting relationships with all members of the Youth Group, and work to strengthen the bonds of the group as well.
3. Assist with planning and implementing events for the Youth Group including: games, lessons, and mission projects, lock-ins, fellowship opportunities, special worship programs, and outreach projects.
4. Assist with acquiring and organizing supplies for the youth, family, and children's events.
5. Assist with conference, camp and Mission Trip travel requirements. This will include organizing paperwork and communicating with parents and youth regarding trip details.
6. Assist with planning and implementing youth worship services (Vespers) over the summer.

7. Attend Sunday evening Youth Group Fellowship during the Fall and Spring.
8. Be a visible presence in Sunday morning worship services and encourage youth to do so.
9. Teach as part of the team for Junior High and Senior High Sunday School classes.
10. Assist with creating content and posting on the youth group social media pages.

**Relationships:**

1. Will relate to the youth as a role model and leader, not as a peer.
2. Be immediately responsible to the DFF who will serve as supervisor, and ultimately responsible to the Pastor, who is Head of Staff.
3. Be responsible to the Pastor and/or the FF Moderator in the event that the DFF is not available.
4. Participate in regular and/or called meetings with the DFF.
5. Conduct oneself as an employee of the church.

**Valued Experiences:**

Completed or pursuing 4 year college degree or similar higher education.

Major/Minor in Christian Education, Youth Counseling, Psychology or Recreation