

## **Children's Education Intern Job Description**

This position was created to provide opportunity and experience for those interested in learning more about working with children in a ministry setting. This person will work closely with and report directly to the Children's Ministry Director at Crossroads Presbyterian Church.

### **Expectations:**

- Assist with Wednesday night programming for 4K through elementary-aged children
- Coordinate Children's Worship leaders and schedule
- Substitute as needed during Wednesday night programming, Sunday School, and Children's Worship.
- Set up and clean up lemonade and donuts for the beginning of Sunday School
- Participate in monthly CMT meetings
- Meet regularly with Children's Ministry Director to review Ministry progress, projects, and direction
- Build relationships with children and families
- Help to plan, organize, and implement Vacation Bible School
- When comfortable, lead Children's Message as part of rotation

### **Qualifications:**

- An acknowledgement that Jesus Christ is your Lord and Savior
- A desire to continue a strong, committed/mature relationship with Christ
- Currently working toward or holds an elementary education degree or equivalent
- An enthusiasm for teaching children about God
- Flexibility, initiative, ability to self-direct and solve problems
- Can work in a fast-paced, multi-faceted environment
- Leadership experience desired
- Experience working with preschool and elementary children desired

Hours per week: 5-6 with additional 15 hours during week of VBS, Contact Christa Middleton at 262-242-1670 for more information.