

Ministry Residency Program at Denver Seminary

INTERNSHIP OPPORTUNITY: Student Ministry Program Manager

LOCATION: Cherry Creek Presbyterian Church

ABOUT: cherrycreekpres.org

We are looking for a person who has a heart for the Lord and students and who also is excited and empowered by helping others succeed. This position offers experience in all facets of student ministry with a focus on administration. They will report to the Student and Family Ministries Pastor.

| TUITION CONSIDERATION: | \$3,000 per semester |
|-------------------------------|---------------------------------|
| | 10% Tuition Discount |
| | Taxable Living Stipend: \$1,000 |

ESTIMATED TIME COMMITMENT: 20 hours per week

RESPONSILITIES:

The Student Ministry Program Manager will be responsible for assisting Student Ministry Directors in coordinating large events, week-to-week tasks and meetings.

- Assisting in planning, coordinating, and executing large events
 - Organizing checklist for event
 - Assigning tasks for staff to complete for events
 - o Communication with parents and camps for the events
 - Organizing and arranging transportation
 - Running registration and taking payment for events
 - Helping with the event budgets
- Coordinating week-to-week tasks and meeting
 - Organize and outline weekly meeting in conjunction with Student and Family Pastor
 - Organize and assign any weekly tasks that are not part of normal programming
 - o Weekly Parent Communication
 - Student Database management
 - o Running the student ministry calendar
- Additional opportunities:
 - Be a part of planning and vision for retreats
 - Be a part of Monday (HS) or Wednesday Night (MS) as a leader

- o Be mentored by Pastors and staff
- Participate in life of the larger church through staff spiritual development and working on projects with other ministries.

TO APPLY: Send the application on the following page to:

Marc Ragusin

mragusin@cherrycreekpres.org



DEFINITION OF THE MINISTRY RESIDENCY PROGRAM:

By Definition the Residency Program is an Internship and contains the following:

- Similar ministry training as that available in and through schooling for future clergy;
 This training is for the benefit of the trainee;
- 3. Resident is not a replacement for a regular employee, but works under close observation;
 - 4. This program is considered to be of greater value to the trainee than to the employer;
 - 5. Trainees are not necessarily entitled to a job at the completion of the program;
- 6. Employer and trainee understand that trainees are not entitled to wages for the time spent in training.



Dear Applicant,

We are excited you are pursuing a student ministries internship at Cherry Creek. As we begin this process, we'd love to learn a little more about you. Please take the time to answer the following questions and return them return to Marc Ragusin at mragusin@cherrycreekpres.org at your earliest convenience.

Name:

Phone/Email:

Position applying for:

- 1) Share briefly about how you came to faith in Jesus Christ.
- 2) Why are you interested in pursuing this internship?
- 3) What are your plans for the next year?
- 4) What are some of your skills and gifts?
- 5) What are some things that are life giving at work and personally?
- 6) What is your favorite snack and how does it remind you of the Christian faith?