DENVER SEMINARY

Ministry Residency Program at Denver Seminary

INTERNSHIP OPPORTUNITY: Director of Youth Ministries Resident

LOCATION: First Presbyterian Church of Littleton

About: First Presbyterian Church of Littleton (FPCL) is a mid-sized church (180 in worship, 330 in membership) near the downtown of Littleton, CO.

For more information visit http://littletonpresbyterian.org.

TUITION CONSIDERATION: $6,000 per year in Tuition Paid
10% tuition discount
Taxable Living Stipend: **YES**

ESTIMATED TIME COMMITMENT: 20 hours per week

Youth Ministry Programs at FPCL (for 6th-12th grade students)

- **Youth Group** (September through May)
  - Select (or create), purchase, and implement curricula for the middle school and high school groups. These groups are currently combined but could be split for age-specific curricula in the future.
- **Summer Youth Activities**
  - Implement summer activities, which could include outside games, Bible studies, eating together, etc

QUALIFICATIONS:

- At least 21 years of age
- Not a member of First Presbyterian Church of Littleton
- Mandatory background check
- Minimum of a Bachelor's degree, preferably in a related field (i.e. Biblical studies, education, leadership, theology)
- Availability to be at the church for Youth Group (currently Sunday afternoon)
- At least 2-years previous experience in youth ministry or related work is preferred

DUTIES & RESPONSIBILITIES:

- **YOUTH GROUP (September through May):**
  - Select (or create), purchase, and implement curricula for the middle school and high school groups. These groups are currently combined but could be split for age-specific curricula in the future.
  - Recruit and train volunteers for Youth Group and other youth events
  - Maintain consistent communication with volunteers
  - Maintain consistent communication with parents
  - Maintain consistent communication with youth
  - Order and purchase supplies for lessons and activities
  - Ensure all volunteers have completed the online Safe Sanctuary training
- **SUMMER YOUTH ACTIVITIES:**
  - Implement summer activities, which could include outside games, Bible studies, eating together, etc
- **RELATIONSHIPS WITH YOUTH:**
  - Attend special events of the youth and their families and encourage youth volunteers and other church members to attend as well (ex: sporting events, concerts, etc.)
  - Look for opportunities to develop deeper relationships with students within the guidelines of our Safe Sanctuary policy

- **SENIOR SUNDAY:**
  - Work with the Head Pastor and Youth Choir Director to schedule and plan a Senior Sunday to honor outgoing high school seniors
  - Recruit high school seniors to speak at the service
  - Publicize Senior Sunday for youth, families, and congregation

- **ADMINISTRATIVE DUTIES & MISCELLANEOUS DUTIES**:
  - Occasionally assist in worship as needed
  - Type up weekly bulletin announcements (as needed) for the Youth Ministry area, and send these on to Church Administrator
  - Type up monthly newsletter announcements (as needed) for the Youth Ministry area
  - Complete Purchase Orders and submit paperwork
  - Attend the Christian Education Committee meeting once per month, and bring monthly updates on Youth Ministry
  - Coordinate and plan with C.E. Committee for seasonal family events
  - Maintain communication with Youth Choir Director and Children's Director about the Sunday School calendar year
  - Keep in touch with volunteers on scheduling, curriculum, etc.
  - Maintain contact with Head Pastor either with individual meetings or attending weekly staff meetings (Wednesdays at 10am)
  - Other duties as assigned by the Head Pastor

TO APPLY: Please send resume to:

Maria Franklin **(mariaafranklin3@gmail.c**
First Presbyterian Church of Littleton
www.fpcl.org
www.littletonpresbyterian.org

First Presbyterian Church of Littleton
1609 W Littleton Blvd, Littleton, CO 80120

DEFINITION OF THE MINISTRY RESIDENCY PROGRAM:

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

1. *Similar ministry training as that available in and through schooling for future clergy;*
2. *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.*