

# Ministry Internship

## Children's Ministry Director



The **Ministry Internship Program** at Murrysville Community Church aims to provide a unique ministry opportunity to individuals considering, or currently enrolled in seminary or another master's level degree program, who sense a future call to part-time or full-time vocational ministry in the local church.

As a Ministry Intern at MCC, in addition to receiving partial or full financial aid toward their master's degree, they will also get the opportunity to:

- Join a local church staff team
- Be mentored by an ordained minister of the Presbyterian Church in America
- Get first-hand ministry experience in a specialized area
- Complete internship requirements mandated by many denominations for ordination
- Potentially submit an application to, upon graduation, join our staff full-time

## Duties and Responsibilities of the Children's Ministry Director

- Oversee the Children's Ministry programs of MCC
- Recruit and Coordinate the Training of volunteers who work in our nursery, Children's Worship, Powered Up, and VBS programs
- Meet monthly with the Children's Ministry Team, including a Nursery Coordinator, Children's Worship Coordinator, and VBS Coordinator
- Attend, Organize, and Direct our Powered-Up Ministry for 20 weeks during the school year
- Recruit, train, and resource Sunday School teachers for grades Pre K – 5
- Supervise the set-up, break down, organization, and clean-up of church facilities as used by the Children's ministry programs
- Meet monthly with the Senior Pastor of MCC
- Attend weekly staff meetings
- Attend quarterly session meetings
- Attend the weekly worship service at MCC
- Update and post supervised social media and website content; respond to web correspondence, social media posts, and emails
- Perform clerical duties, maintain files, scan and organize documents, and photocopy, as needed
- Other duties as assigned by the Senior Pastor

## Intern Requirements and Qualifications

- High school degree or equivalent
- College degree from an accredited undergraduate program
- Admission to an accredited seminary or other master's degree program (We recommend the online programs of Covenant Theological Seminary\*\* and Reformed Theological Seminary. We highly recommend Reformed Presbyterian Theological Seminary (RPTS)\*\* located in Pittsburgh, PA, as well as nearby Greystone Theological Institute and Trinity School for Ministry. Other institutions may be considered.)
- Membership in a local church
- Must be greater than 18 years of age
- Excellent written and verbal communication skills
- Relationally and socially intelligent
- Team-Leadership ability
- Organized
- A love for the local church

## Time Commitment

- 15-20 hours a week

## Compensation

- Education Stipend per year\*\*
- Food and Gas Allowance per year
- Housing and Utility Allowance per year\*\*\*

\* The North American Presbyterian and Reformed Council (NAPARC) is an association of several Presbyterian and Reformed churches in the United States and Canada.  
<https://www.naparc.org/member-churches/>

\*\* Reformed Presbyterian Theological Seminary in Pittsburgh, PA will match up to one third the cost of our intern's seminary degree. MCC will pay the remaining two thirds of the M.Div. program at RPTS for ministry interns enrolled at RPTS. Covenant Theological Seminary will match up to 30% for their online hybrid program.

\*\*\* We require our Ministry Interns to live in Murrysville, PA, or other neighboring communities within the Franklin Regional School district for the duration of their internship.

## Interested?

Submit your CV, a Letter of Application, and a Letter of Recommendation to:  
Pastor Jason Leist | [jason@murrysvillechurch.com](mailto:jason@murrysvillechurch.com) | 419.305.8358