



CREATING A YOUTH
CULTURE BASED
ON THE LOVE OF
JESUS CHRIST

Ministry Intern

Description:

Refuge Youth Network is a Christian non-profit organization located in Altoona, PA. Our mission is to create a youth culture based on the love of Jesus Christ. Refuge serves the youth and families of our community by providing Spiritual Direction and Social Support to teenagers (6th-12th grade) through our 3 youth ministry campuses, after-school programming, and evening activities around Blair County. Refuge Youth Network is a non-profit organization focusing on outreach to youth that may not have any understanding of Christian Faith and often come from disadvantaged backgrounds.

Job Description

Direct Supervisor:

Refuge Youth Network
Director of Operations and/or Campus Director

Indirect Supervisor:

Refuge Youth Network
Executive Director

Employment Classification:

Part-time internship, approximately 30 hours per week, with at least three days a week on site. Full time employment opportunities are open for discussion with Directorial Staff and the Refuge Youth Network Board of Directors following summer employment. This is designed to be a summer termed internship for a student attending college in their Junior or Senior year, with the possibility of an additional yearly renewal.

Compensation:

Compensation for the internship is available through hourly pay via CareerLink SLIP program. Housing may be available upon request.

Expectations:

The intern will meet together with the Directorial Staff on a basis that works with the intern's schedule. This should occur no less frequently than weekly.

This time will involve the following:

- Direction and vision for the student ministry will be explained so the intern understands the focus of the ministry and where it is going.
- Possible Prayer/Bible Study will occur in order to challenge the intern to grow in his or her faith.
- The intern will have a reflective journal, which will serve as an evaluation, and growth-oriented tool for both the intern's personal growth and the enhancement of future intern programs. The journal will be discussed on a monthly basis.
- Meeting together weekly will provide times to share significant events that are occurring in the intern's life and allow a time from which a positive relationship can be developed with the Campus Director and Directorial staff.

The intern will help evaluate periodically Refuge Youth Network's strengths and improvement areas.

Responsibilities for the intern will be developed according to God's leading in the person's interest/passions and ministry needs.

The intern will organize, plan, and execute regular student events under the supervision of the Directorial staff. Possible events include:

- Outreach events for large or small groups of students
- Specific duties assigned for upcoming events
- Specific duties assigned for after-school activities and Student Life Programs (SLPs)
- Other areas according to the talents/gifts of the intern

Attendance at Refuge Youth Network Staff/Leadership meetings will be expected. These meetings provide opportunities for the staff to pray and grow together. An important part of the intern experience will be growing alongside student staff.

Assist in campus ministry connections so that we are reaching out to students and supporting them in their growth in Christ.

Build relationships through Contact ministry with students. This can be done in several ways including, but not limited to the following.

- Attend school events: Concerts, sporting events, theater plays, etc.
- Tailgate before sporting events
- Go out to eat with students after school or during the day in the summer.
- Invite students to do something outside of Refuge Youth Network. *Must Follow Refuge Youth Network's Guidelines of Safety*
- Make a phone call/ text/ social media contact
- Write a note and drop it off at home or mail it to them
- Visit a student at work

Interns will be utilized for the recruitment of potential college students to work with Refuge Youth Network students. Interns during the summer will seek to add to the volunteer base of Refuge Youth Network by looking for perspective leaders in the local community. Interns will help the Directorial Staff find opportunities to make announcements at local churches and events.

Opportunities for broader exposure to organizational management will be available for the intern as well. This could include attendance at board meetings, Church presentations, Juvenile Probation meetings, local community events, etc.

A summer intern will be required to work a minimum of 30 hours per week. More time can be invested upon discussion with the Director of Operations. It will be expected that the intern will understand that a personal growing faith, family matters, and class work are to be the intern's primary focus. The intern will receive compensation determined by Refuge Youth Network and CareerLink.

Please contact Micah Marshall, Refuge Youth Network Executive Director, by email at micah@refugeyouthnetwork.org. Please attach a cover letter and resume.

600 Ritts Rd
Altoona, PA 16601
www.refugeyouthnetwork.org
814-889-9113