

# **COMMUNITY LIFE INTERN JOB DESCRIPTION**

## **Position Summary**

The position assists with the oversight and spiritual formation of Community Groups, leaders and congregants at Redeemer Downtown and with operations related to the church's community life. The intern has responsibility for pastoral care and spiritual formation of assigned groups, assisting in the training of leaders, and ongoing multiplication of leaders and groups. The intern will also be responsible for supporting specific congregational ministry areas. The intern will also receive opportunities for professional development in pastoral care and formation and other areas of ministry.

## **The ideal candidate is/has:**

- a growing/mature Christian, deeply rooted in the gospel of grace
- previous small group leadership experience
- aligned with the doctrinal orientation of Redeemer and embraces Redeemer's core values
- a member of Redeemer Downtown or willing to become a member
- proficiency in Word, Excel, Powerpoint, Google Docs and Zoom
- a college degree
- Availability on weekends and evenings as needed (including availability to attend the Sunday services of the assigned congregation)

## **Internship Description**

### **Assisting in the oversight and formation of Community Groups, leaders and congregants**

- Check-in with CG leaders monthly and meet at least once every other month to encourage them in their spiritual formation and in the care and development of their leaders
- Participate in at least one Discipleship Group with Leader Coaches or CG members to model and encourage a relational approach to disciple-making and spiritual formation
- Attend weekly Downtown CG meetings for overall growth and strengthening of community life Downtown
- Update TouchPoint on leader or group related issues
- Lead a weekly Community Group and develop new apprentices and leaders
- Pray weekly for the leaders and groups under care

### **Assigned Congregational Ministry Areas**

- Assist in the planning and execution of Community life special events
- Assist in the planning and execution of Formation classes and workshops
- Assist in managing the CG database and producing reports as requested

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- Provide technical support to CG Leaders
- Assist in the coordination and execution of CG trainings and events
- Host virtual Sunday Service Coffee Hour

### **Pastoral Care**

- Meet with Downtown leaders and CG members to provide care as needed
- Maintain highly visible presence at worship services, coffee hours, social, retreats and congregational events

### **Teaching and Training**

- Assist and teach classes and trainings as requested
- Edit CG curriculum

### **Professional and Spiritual Development**

- Participate in Pastoral Care Collaborative meetings
- Participate in Redeemer network professional development sessions
- Receive coaching and feedback on pastoral care and teaching
- Possibility of playing a role during Sunday worship services

### **Term & Compensation**

The position will require 20 hours per week and pays \$25 per hour.