

Cover Letter for Student Ministry Summer Internship

If you are interested in this position please return resume by email, mail, or fax.

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Be sure to include ministry experience with your resume.

Blessings!

First United Methodist Church Plano

Student Ministries Summer Intern Profile January, 2010

First United Methodist Church Plano is a 3,800-member congregation in our seventh year on our 28-acre campus and 163rd year in ministry to our region. Our mission is making disciples of Jesus Christ; our vision is reaching more people, growing deeper in faith, feeling smaller and acting more compassionately; and our strategy is: Deeper Discipleship. We intentionally and boldly are moving into the future so we can model what 21st Century Christianity can be like in traditional mainline congregations.

Our church continues to grow and continued growth is a major priority. Average Sunday worship currently is around 1,340 and Sunday school attendance is 600. Our Sunday worship schedule includes four Sunday worship services: two lively traditional (8:30 and 11:00 am), one blended (9:45 am), and one Spanish language (12:15 pm).

The demographics of the congregation continue to evolve and reflect the surrounding community that we serve, with the majority of new members being young families coming from the exploding east Plano, Murphy, Parker, Sachse, Lucas, Wylie, southeast Allen, northeast Richardson and northwest Garland areas. At the same time, First Church enjoys a rich diversity in our congregation in terms of age groups, economic circumstances and, increasingly, racial and cultural makeup.

Our mission to make disciples of Jesus Christ is dependent upon effective ministry to our students 6th-12th grades and their families. The youth summer intern will help enable the making of disciples with the next generation in church leadership by assisting the Minister with Students with summer ministry.

We ask that the best person for this position excel in the following areas:

I. Ministry

- a. Have a passion for student ministry
- b. Be open to growth and evaluation
- c. Connect well with students
- d. Initiate ideas to help the ministry
- e. Be able to lead a Bible study or class
- f. Relate well with parents of students

II. Administrative

- a. Be organized in preparing for events and trips
- b. Have strong communication skills
- c. Prepare necessary paperwork for all events
- d. He able to manage the group with the support of sponsors
- e. Be able to plan ahead for events and publicity

III. Specific Tasks

- a. Design and plan Mission Monday's – A time of mission and fellowship for students in all grades
- b. Work to help support Summer Fun Nights, Afterglow, and Youth Week
- c. Help organize Sunday night UMYF activities and take a lead role when Minister with Students is traveling
- d. Help organize youth week activities
- e. Is present during most Sunday morning and evening events.
- f. Helps plan and implement monthly mission Mondays.

January 2010

- g. Is present during most weekly activities during the summer.
- h. Insure that the safety policies for the church are followed.
- i. Helps plan and implement coordination for youth week, August 9-14
- j. Updates youth website each week.
- k. Keeps current material on display in youth area..
- l. Facilitate the planning and implementation of Summer Fun Nights.
- m. Assists the Minister with Students in planning of summer mission trips.
- n. Acts as a responsible adult to ensure a healthy atmosphere for the youth.

IV. Position Details

- a. 10 weeks between mid-May and mid-August
- b. 40 hours a week
- c. Compensation based on experience and education

First United Methodist Church of Plano, Texas

Position Description Student Ministries Summer Intern

Staff Classification

Full-time Ministry Program Staff

Position Description

The youth summer intern will assist with ministry programming for students grades 6th-12th.

Major Responsibilities

1. Is present during most Sunday morning and evening events.
2. Helps plan and implement monthly mission Mondays.
3. Is present during most weekly activities during the summer.
4. Insure that the safety policies for the church are followed.
5. Helps plan and implement coordination for youth week.
6. Updates youth website each week.
7. Keeps current material on display in youth area.
8. Facilitate the planning and implementation of Summer Fun Nights and afterglows.
9. Assist the Minister with Students in planning of summer mission trips.
10. Acts as a responsible adult to ensure a safe atmosphere for the youth.

Ministry Area Relationships

1. Staff-Parish Relations Committee
2. Associate Pastor of Congregational Life
3. Minister with Students
4. Discipleship Team
5. Youth Council
6. Parent Support Team
7. Staff

Important Qualifications and Skills

1. Commitment to the mission, vision, and strategy of First United Methodist Church.
2. Demonstrated training and expertise in working with youth and ministry issues related to them and their families.
3. Willingness to relate professionally and appropriately to all persons.
4. Willingness and ability to serve as part of the church staff team.
5. Commitment to working with the Minister with Students.
6. Ability to lead the student ministry while Minister of Students is not present.

Accountability

The Minister with Students supervises the youth intern with guidance from Associate Pastor of Congregational Life.

January 2010