PROVIDENCE
CHURCH

Position Title: Prov Intern (Click links below to see specific job descriptions)
ProvMiddle School Intern Job Description
ProvHigh School Intern Job Description
ProvKids Intern Job Description
Prov Local & Global Missions Intern
Communication & Arts Intern Job Description coming soon.
Westside Community Center Intern Job Description coming soon.
*Other opportunities depend on the need at Prov at the time of application (central support, production, worship, etc.)

Reports to: Ministry Leader - TBD based on position

Effective Date: Three- 12 week program options (Spring & Summer Dates tentative):
Fall: Sunday, August 30, 2026 - Sunday, November 22, 2026
Spring: Sunday, January 24, 2027 - Sunday, April 18, 2027
Summer: Sunday, May 16, 2027 - Sunday, August 1, 2027

Position Summary:
This 12-week internship will focus on leading people to grow in their faith, hope and love through the ministry-specific assignment within Providence Church.

As a member of the Providence staff team, the intern will serve within an assigned ministry to support the goals and needs of their ministry area. Specific responsibilities will be determined based on the intern's ministry assignment, gifts, and organizational needs.

General Position Responsibilities: (A more detailed job description is determined by the ministry assignment. See job descriptions above.)
- Meet weekly with your Direct Supervisor.
- Meet weekly with the Intern Director for spiritual and leadership development.
- Work 15-20 hours per week during the 12 week internship program, including Sunday Service. (Interns are expected to serve for one service and attend the other service with a maximum of 2 Sunday absences.)
- *Ministry Specific Responsibilities will be determined by Ministry Leader
- Attend Providence staff meetings held every 3 weeks and any staff development days/retreats held during your 12-week Internship.
- Initiate and schedule 3-5 meetings with Providence Staff members to learn more about the different roles and responsibilities of different ministry areas.
- Keep a weekly log of hours/projects.

Essential Skills and Experience:
- Completion of high school.
- Access to transportation to get to and home from Providence.
- Access to a personal laptop to use for your internship roles.

- Clear testimony and ongoing spiritual growth.
- Full agreement with Prov Doctrinal Summary, Mission, and Vision.
- Excellent communication and teamwork skills.
- Ability to take initiative and manage multiple tasks.
- Completion of all required paperwork/background checks.

Compensation:

$2000 for the 12 week internship program

$1000 paid on 6-weeks after program start

$1000 paid upon completion of program