MINISTRY DESCRIPTION FOR INTERN FOR

St. Andrew and Divine Savior Presbyterian Churches in El Paso, Texas
2155 Wedgewood Drive

El Paso, Texas 79925 (Phone 915 598-7577) Cellular 937 371-9039

Position Description

This intern position will be full-time, working with both St. Andrew and Divine Savior Presbyterian Churches. We are applying for the Cross-Cultural Grant from Synod of the Sun to help us with this position.

The intern will be supervised by the Pastor, Rev. Jayne L. Ruiz who is a Presbyterian minister with over 25 years experience in ministry and will work in partnership with Sessions.

Responsibilities:

- Carry out an outreach ministry with both churches with children and youth in partnership with Pastor and Sessions
- Work with Sunday School on Sundays and develop Christian Education with children and Youth
- Assist with the church-sponsored WCP (Weekday Children’s Program), along with Pastor, in helping St. Andrew connect with the children and families from this childcare facility
- Assist in the work and worship of the churches, having opportunities to preach at both churches a minimum of two times a year and could preach more often as desired
- Contribute articles for the newsletter and communicate ministries with the greater community.
- Assist in grant writing and public relations with other churches
- Have the opportunity to learn some Spanish as desired and to take Spanish classes once a week.
  Worship at St. Andrew is in English and Divine Savior / El Divino Salvador church is bi-lingual.
  (Rev. Jayne Ruiz is bilingual in English and Spanish.)
- Carry out other duties as requested by the Pastor in collaboration with the Intern and Session.

Qualifications:

- Someone with a strong, vibrant faith who finds it exciting to work with people of different cultures, theological perspectives, and economic backgrounds (especially with those with moderate to poorer incomes)
- A person committed to discipleship

- A person who is:
  ✓ Flexible and creative with a sense of humor.
  ✓ Able to keep confidentiality.
  ✓ Energetic who follows up on goals / commitments.
  ✓ Willing to learn and grow.