



IDES Summer Intern

Principle Function: The Summer Intern is responsible for assisting the IDES staff in their duties and promoting the ministry of IDES for the summer.

Job Duties:

1. Assist in an area of service connected to their degree.
2. Represent IDES at...
 - a) Christian Service Camps
 - b) Vacation Bible Schools
 - c) Churches
3. Plan, create, design and present lessons and IDES presentations for camps, VBS, etc.
4. Accompany and assist IDES' staff members on promotional events during the summer when necessary.
5. Assist with administrative duties at the IDES' office.
6. Assist with volunteer events at the IDES' office.
7. Any other duties needed to help drive IDES' Vision, fulfill IDES' Mission, and operate by IDES' Values.

Working Relationships:

Works closely with: Volunteer Coordinator, Communications Specialist, Projects Manager

Knowledge, Skills or Experience Required:

- Good communicator
- Good Writing skills
- Outgoing & meets people well
- Good Rapport with Teens & Peers
- Able and willing to travel
- Computer skills

Spiritual Gifts Required:

- Teaching
- Mercy
- Administrative
- Gift of Helps (service)

Time/Location: Full-time position based out of IDES' Noblesville, Indiana Headquarters working a minimum of 40 hrs per week

Length of Service: May – August (Beginning and ending dates are flexible)

Compensation: IDES will provide housing and travel expenses. Intern will receive \$200 per week of service up to ten weeks. The intern will be paid every two weeks during the summer.