

Internship Job Descriptions

Men's Ministry Intern - (Formerly Men's Area Director) This intern is responsible for the immediate needs of the male summer staff members and is directly mentored by the Summer Ministries Director. During the first half of the internship, this intern will be responsible for overseeing all programming elements of the summer camp, including games, chapels, activities, etc. This will include planning, organizing, and delegating responsibilities to other summer staff members. He will also be responsible for mentoring other male staff members, resolving conflict, and enforcing staff policies. During the second half of the summer, the intern will still be responsible for overseeing the male staff, and will continue to be mentored by the Summer Ministries Director. The intern will also take a behind-the-scenes role in programming, as guest groups facilitate their own summer camps. This will include managing the tower area, waterfront, and other activity areas of camp. He will also gain experience and practical skills in a variety of ministry roles, including the kitchen, dishroom, snack shop, maintenance, etc. The second half of the summer will provide connections to dozens of other ministries and ministry leaders, which can be a valuable resource when looking for ministry positions in the future. By the end of the summer, the intern will have gained valuable experience in ministry leadership, a variety of practical skills, and connections to other ministries.

Women's Ministry Intern - (Formerly Women's Area Director) This intern is responsible for the immediate needs of the female summer staff members and is directly mentored by the Summer Ministries Director. During the first half of the internship, this intern will be responsible for overseeing all programming elements of the summer camp, including games, chapels, activities, etc. This will include planning, organizing, and delegating responsibilities to other summer staff members. She will also be responsible for mentoring other female staff members, resolving conflict, and enforcing staff policies. During the second half of the summer, the intern will still be responsible for overseeing the female staff, and will continue to be mentored by the Summer Ministries Director. The intern will also take a behind-the-scenes role in programming, as guest groups facilitate their own summer camps. This will include managing the tower area, waterfront, and other activity areas of camp. She will also gain experience and practical skills in a variety of ministry roles, including the kitchen, dishroom, snack shop, maintenance, etc. The second half of the summer will provide connections to dozens of other ministries and ministry leaders, which can be a valuable resource when looking for ministry positions in the future. By the end of the summer, the intern will have gained valuable experience in ministry leadership, a variety of practical skills, and connections to other ministries.

High School Ministry Intern - (Formerly T3 Coordinator) This intern is responsible for overseeing the high school camps conducted throughout the summer and is directly mentored by the Summer Ministries Director. He/she will be responsible for mentoring college-age counselors and high school campers. He/she will create and manage schedules that include unique games and activities for the campers, as well as nightly chapel services. The intern will also coordinate cleaning and meal schedules with housekeeping and kitchen staff. The intern will be responsible for resolving conflict and enforcing camp policies within the high school camps. During the second part of the summer, he/she will also gain experience and practical skills in a variety of ministry roles, including the kitchen, dishroom, snack shop, maintenance, etc. The second part of the summer will provide connections to dozens of other ministries and ministry leaders, which can be a valuable resource when looking for ministry positions in the future. By the end of the summer, the intern will have gained valuable experience in ministry leadership, a variety of practical skills, and connections to other ministries.

Support Staff Ministry Intern - (Formerly Support Staff Area Director) For returning staff only. This intern is responsible for the immediate needs of the summer support staff members and is directly mentored by the Summer Ministries Director. During the first half of the summer, he/she will be responsible for overseeing and working alongside support staff members, including kitchen, dishroom, maintenance, and wranglers. He/she will also be responsible for mentoring staff members of the same gender, resolving conflict, and enforcing staff

policies. During the second half of the summer, the intern will still be responsible for overseeing some staff, and will continue to be mentored by the Summer Ministries Director. The intern will take a leadership role in the support staff duties of camp, and will gain valuable leadership skills in a variety of roles.

Program Intern - This intern will work closely with the Summer Ministries Director and other directors to facilitate all programming options and specialty camps during the summer. During the first half of the summer, the Program Intern will oversee the setup, teardown, and proper storage of all games and equipment. He/she will also assist in assembling supplies and equipment for specialty camps, such as wilderness and fishing, and will provide transportation for these camps as needed. The intern will be able to teach lessons to specialty camps, based on his/her skills and experience. The intern will be directly responsible for the oversight of 1-3 summer staff members. During the second half of the summer, the intern will still be responsible for all program equipment and facilities. He/she will work closely with the Retreat Director and guest groups to ensure that their programming needs are met. The intern will also gain experience in a variety of camp ministry positions, including the kitchen, dishroom, snack shop, maintenance, etc. He/she may also be directly responsible for summer staff members during the second half of the summer as well.

Communications/Media Intern - This intern will work to promote Hidden Acres through a variety of social media. The intern will use and develop their skills in videography, photography, graphic design, etc. to create digital content that will reach thousands of campers, parents, and supporters of Hidden Acres. The intern may be directly responsible for the oversight of 1-2 summer staff members.

Worship Intern - This intern will be responsible for the music and tech needs in both chapels throughout the summer. This includes conducting auditions for worship teams, assembling teams for both younger and older camp, facilitating practices, and leading worship in chapel. The intern will prepare set lists, slides, and tech needs for chapel, and will be responsible for the care and maintenance of all chapel equipment. During the second part of the summer, this intern will work with the Retreat Director to ensure that guest groups have the proper equipment for their chapels. The intern will also gain experience in a variety of camp ministry positions, including the kitchen, dishroom, snack shop, maintenance, etc. He/she may also be directly responsible for summer staff members during the second half of the summer as well.

Pastoral Intern - This internship provides valuable hands-on ministry experience for those looking to go into full-time vocational ministry after college. The intern will be responsible for leading staff Bible studies, preaching during chapel services on Sundays, and teaching our high school campers throughout the summer. The intern will also assist the Men's Ministry Leadership Intern with the spiritual care of the male summer staff members, and will be the contact person for guest speakers and bands during the summer camp program. Opportunities for leading worship are also available for those with musical skills.

Day Camp Intern - This intern will travel with Day Camp counselors to Day Camp locations every week, and is directly mentored by the Day Camp Director. Responsibilities include: meeting the immediate needs of Day Camp counselors, coordinating with the host church during the event, picking up and dropping off staff from host homes, etc. Additionally, this intern will be responsible for overseeing all programming elements of the Day Camp, including games, chapels, crafts, activities, schedules, and cabin assignments. This will include planning, preparing, organizing, and delegating responsibilities to other Day Camp staff members. He/she will also be responsible for mentoring Day Camp staff members, resolving conflict, and enforcing staff policies. By the end of the summer, the intern will have gained valuable experience in ministry leadership, a variety of practical skills, and strong connections to churches and other ministries.

Food Service Intern - This intern will gain experience in a food service environment by serving in the kitchen and/or snack shop throughout the summer. He/she will be responsible for leading a team of summer staff members in preparing, cooking, and serving food to campers and guests.

Barn Maintenance Intern - This intern will work closely with our barn and maintenance staff to maintain horse trails and pastures through trimming trails, mowing, repairing fences, and other tasks as needed. The intern may also be asked to drive a tractor, prepare simple meals for horse wilderness campers, or teach lessons to horse campers.

Nurse Intern - This intern will work closely with our nursing staff to ensure the safety of campers and staff members. He/she will also serve as the head lifeguard throughout the summer, responsible for scheduling and supervising lifeguards at the lake and pool. The intern must be lifeguard certified before the start of the summer, however some compensation for training will be covered by Hidden Acres. The intern will also gain experience in a variety of camp ministry positions, including the kitchen, dishroom, snack shop, maintenance, etc. He/she may also be directly responsible for summer staff members during the second half of the summer as well.

Other - Create your own internship. If you would like to do an internship that doesn't line up with something we currently offer, please email Eric Smith (eric.smith@hacamps.org) with your internship requirements. We would be happy to try to help you meet your educational and professional needs while working at Hidden Acres.