

# Ridge Church

## Summer Communication Designer | Job Description

### START DATE & HOURS:

**(8 Weeks) / 35 Hours Per Week**

### OVERVIEW:

This summer intern role is built around the creative communications department of our church and will be a learning role to build skills in communications strategy, creative design (including graphic and physical), effective connection to families/children with special needs, and building teams working primarily with students.

### QUALIFICATIONS:

- Fulfill the duties required of a member of Ridge Church
- Flexibility and ability to work in a team and under the direction and authority of Pastoral Staff (***Direct Report/Mentor: Pastor of Spiritual Formation***)
- Teachable attitude and humility to learn from others regardless of their positional authority. Positive attitude about serving where needed.
- Ability to accomplish a variety of tasks within the church.
- Basic video editing and photography skills an asset

### RESPONSIBILITIES:

- Plan, prepare and execute strategies for large scale communications with our children's and student's families
- Participate in weekly mentoring with intern group (*Includes reading and group discussions*)
- Create online pathways (*website, email, social, etc*) to help integrate and determine the support needs of those in our community.
- Build creative content (*graphic design, social media, etc*) to help incoming families integrate into our community
- Promotion, participation, and support for children's VBS (*Social media, photography/videography*)

### COMPENSATION:

**\$19.15 per hour (inclusive of 4% vacation pay)**