



Title: Year-Long Ministry Internship	Prep/Revised Date: July 2025
Reports To: Intern Pastor & Department Supervisor	Direct Reports: N/A
FLSA /Hours: Non-Exempt / 15 Hours	Campus: Fort Collins or Windsor

Summary

A Timberline Church Year-Long Ministry Intern is dedicated to exploring their calling in ministry while being developed personally in their faith and equipped for meaningful service. This internship combines intentional spiritual formation with hands-on ministry experience, providing exposure to vocational ministry while contributing significantly to the life and mission of Timberline Church.

Program Overview

Our year-long internship is designed for college students and young adults (typically ages 19-24) who are exploring ministry and desire to grow in their relationship with Jesus. Interns will be placed in one primary ministry area while participating in church-wide development opportunities that focus on spiritual disciplines, leadership development, and practical ministry skills.

Core Responsibilities:

Available Ministry Areas

- TimberKids - Children's Ministry focusing on ages 2nd-5th grade.
- TSM - Middle school and high school ministry.
- Missions - Global, national, and local missions' mobilization.
- Care Ministry - Pastoral care, counseling support, and congregational care.

Ministry Specific Duties

- Serve alongside ministry staff and volunteer teams in your assigned department.
- Take ownership of specific programs, events, or ministry initiatives.
- Lead and plan ministry activities appropriate to your gifts and calling.
- Participate in department meetings, training, and strategic planning.
- Develop and maintain relationships with ministry participants and volunteers.

Leadership Development Opportunities

- Lead worship nights, prayer events, or devotional content based on your gifts.
- Create and present announcement videos or promotional content.
- Facilitate training sessions for volunteers or participants.
- Plan and execute ministry events or service projects.
- Shadow pastoral staff in meetings, counseling, and administrative tasks

Church-Wide Participation

- Attend weekly staff chapel (Wednesday mornings).
- Participate in monthly intern cohort meetings and development sessions.
- Contribute to church-wide events and seasonal celebrations.
- Assist with special projects and initiatives as needed.

Spiritual Development Program:

Our development program follows a month-to-month focus on spiritual disciplines and ministry formation. Each month includes:

- Focused Theme: Deep dive into a specific spiritual discipline or ministry topic.
- Reading and Study: Curated books, articles, and resources.

- Practical Application: Implementing disciplines and practices in daily life.
- Group Discussion: Processing learning with fellow interns.
- Reflection Papers: Written reflection on key insights and growth.
- Mentorship: Regular one-on-one time with intern director and department supervisor.

Note: Programming adjusts during holiday season (December-January) and may include modified focus during summer months.

Requirements:

Essential Qualifications

- Follower of Christ with a desire to grow in faith.
- Teachability and openness to feedback and growth.
- Genuine desire to explore ministry calling.
- Heart to serve Timberline Church and its mission.
- Completion of Working with Minors application (required for all positions).
- Regular attendance at Timberline Church.

Preferred Qualifications

- High school graduate with at least one year of life experience.
- Some experience in church or ministry setting.
- Leadership experience in any context.
- Strong communication and relational skills.

Conditions of Employment/Physical Demands

- A satisfactory outcome from a criminal background check.
- Compliance with the Employee Handbook and Timberline Church Staff Covenants.
- While performing the duties of this job, the employee is required to stand, walk, sit, use hands, operate tools or controls, reach with hands and arms, talk, hear, and see.

Time Requirements:

15 hours per week (specific schedule determined by ministry area and intern availability).

Typical Weekly Commitment

- 10-12 hours in assigned ministry department.
- 2-3 hours in development activities (chapel, meetings, study).
- 2-3 hours in additional church responsibilities.
- Flexibility required for events, camps, and special projects.

Our Commitment to You:

We are committed to providing

- Meaningful ministry experience with real responsibility.
- Intentional spiritual formation and discipleship.
- Quality mentorship and leadership development.
- Exposure to various aspects of church ministry.
- Support in discerning God's calling on your life.
- A community of growth-oriented peers and mentors.

This internship is designed not just to give you ministry experience, but to invest in your spiritual formation and calling. You won't just be doing tasks others don't want—you'll be entrusted with real leadership opportunities and equipped to succeed in them.

Ready to explore ministry and grow your faith?

Contact Pastor Mackenzie Matthews at mmatthews@timberlinechurch.org to learn more about available positions and the application process.



TIMBERLINE CHURCH
LET LOVE LIVE

Job Description

To Apply: Click the link below to complete the job application. Please upload your cover letter and resume with the application. We will contact you for next steps.

Please Note: you must submit all requested items to be considered for internship. You do not need to complete the S.H.A.P.E Assessment unless specifically asked.

Position Details: Part-Time.

Hours: 15 hours per week. Office hours will be determined by your department supervisor.

Compensation: Non-exempt. \$975/month; paid in bi-weekly segments.

Benefits Include: Paid sick leave. Time off will be coordinated with supervisor; holiday break is provided in December/January.

[CLICK HERE TO APPLY](#)