

OHC 2025 Summer Internship

San Antonio, TX



Oak Hills Church (OHC) is searching for hard-working, driven young adults who are ready to gain valuable ministry experience by partnering with us for a summer internship. We are currently seeking young adults (ages 19-25) who are excited about developing their gifts under experienced leaders in a team environment that encourages personal and professional growth. In this internship, you will explore your gifts through 1-on-1 trainings, real life experiences, and equipping environments that will help clarify your calling. An internship at Oak Hills Church isn't for just anyone and that's why we believe this experience is perfect for you.

If you are looking to stack up experience and knowledge instead of paper, keep on reading!

INTERN MINISTRY OPTIONS

Bibleland Kids: Intern will shadow ministry team members, learn the importance of setting a spiritual foundation for children, teach or assist in weekend Bible classes for Nursery, Early Childhood, and/or Elementary, and actively participate in special event/camp preparations, set-up, and fall curriculum planning and packaging. *Bible class or summer VBS experience preferred.*

Student Ministry: Interns will assist with leading students in 6th – 12th grade by teaching truth through God's Word and being culturally relevant. In addition, the intern will develop relationships with students during weekly experiences, small groups, camps, and campus serving opportunities.

College & Young Adults: Intern will assist with planning and implementing worship services, events, small groups, camps and outreach events. Intern will encourage relational discipleship of young adults.

Sports Ministry: Intern will assist with planning and overseeing sports ministry events and volunteers. Intern will also support with administrative tasks and creative promotions through social media, etc.

Adult Discipleship: Female intern's primary responsibilities will be to assist women's ministry by leading a small group, connecting with ministry leaders, planning events and bridging the gap with OHCSM/OCHYA. Intern will support other Adult Discipleship ministry areas such as Men's, Next Steps, Care and Small Groups. *Basic social media content creation knowledge required.*

Digital Marketing: Intern will collaborate with the Creative Team in creating engaging photography and digital content for social media and promotions. *Basic photography and social media content creation knowledge required.*

Videography: Intern will collaborate with Creative Team in creating engaging video content for social media, promotions, and live streams for digital discipleship. *Basic videography knowledge in filming and editing required.*

Music & Production: Interns will assist with worship services and rehearsals for weekend and weeknight services and special events. They will also work alongside Production Team and assist with media and stage preparation. *Intern must have experience in leading worship or playing in a worship band at a church and be proficient in Microsoft Office and social media.*

Local & Global Outreach: Intern will work alongside outreach ministry staff and assist in planning various events such as Family Mentoring Ministry, Serve Week, and short-term missions. In addition, the intern will participate on conference calls with missionaries and our local and global partner organizations where they will learn the scope of the outreach ministry. *Intern must have good listening and communication skills including social media, love helping others, and an interest in cross-cultural ministry.*

Operations: Intern will support the Director of Operations with general administrative responsibilities under the areas of safety, security, maintenance, facilities and events. The intern will shadow different Operations ministry leaders. *Microsoft Office Suites knowledge and administration is required. Business majors preferred.*

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POSITION DETAILS

Application Deadline February 28 th , 2025	Internship Duration May 19 th – August 10 th , 2025 <i>Commitment to the full internship duration is required</i>	Work Week Typically, Sunday - Thursday
Position Status / Rate Temporary Classification \$16.00 per hour	Hours per week Full-Time: 40 hrs/week	Other Work Related Expenses paid. 2 days of PTO

PRIMARY DUTIES AND RESPONSIBILITIES

1. Contributes to the team through participation in team meetings, seeks servant-leadership opportunities, learns, and envisions God working through them to make an impact on others.
2. Participates in summer ministry initiatives.
3. Participates in weekly small groups and learning environments led by OHC staff.
4. Attends staff meetings.
5. Works as a team player with staff.
6. Assists and leads in the planning and implementation of worship services, ministry events, summer camps, mission trips, and outreach opportunities (May vary by specific ministry area).
7. Other duties and responsibilities as assigned.

OHC EXPECTATIONS

1. Active relationship with Jesus Christ sustained through personal spiritual practices.
2. Embodies Christlikeness and leads with humility, character, and love.
3. Demonstrates commitment to unity and willingness to work in a collaborative team environment.
4. Personally engaged with OHC's mission and vision.
5. Supportive of OHC's beliefs, values, discipleship commitments, and distinctives.

MINIMUM QUALIFICATIONS

1. Must be enrolled in an undergraduate or graduate program from an accredited college or university.
2. Must provide own transportation to / from the church and /or planned activities.
3. Complete a background check and child safety training.
4. Must adhere to OHC policies.
5. Basic knowledge of Scripture and clearly articulate the gospel message.
6. Ability to develop leaders and team members for effective ministry.
7. Ability to communicate clearly and effectively through both verbal and written means.
8. Ability to build and promote a team culture through relational collaboration and motivating team members.
9. Ability to plan, organize projects and prepare detailed reports and presentations.
10. Ability to use computers and a variety of software applications.
11. Ability to work through intern experience from May 19th through August 10th, 2025.

PHYSICAL REQUIREMENT AND WORKING CONDITIONS

Occasional lifting/carrying up to 10 pounds; visual acuity, speech and hearing; hand and eye coordination and manual dexterity necessary to operate a computer keyboard and basic office equipment. Subject to sitting, standing, reaching, walking, twisting, and kneeling to perform the essential functions. Working conditions are primarily inside an office environment.