

SUMMER INTERN

CPC Vision

At CPC we want to be a people and a church open to how the Gospel moves.

Overview

Every summer (for over 30 years!) CPC welcomes a group of interns to our staff team. This paid internship experience is unique and exciting. As our interns pour out by serving the church and community, we are committed to intentionally pouring into them. Interns grow together as leaders as they engage in spiritual, personal and professional development time built into the workday. Each intern is also immersed into one specific department of the church depending on the intern's area of interest and the church's needs. Internship opportunities are available in areas like Kids & Student Ministries, Groups, Communications, Finance, Production, Missions and more!

Responsibilities

- Actively participate in daily development time with other interns
- Come to work prepared and ready to contribute to CPC's staff team
- Serve in a specific area while also being open to learning about other ministry departments in the church
- Collaborate with a team to plan and prepare for projects, summer programs, camps, events, and other ministry-related activities
- Engage in relational ministry by building and maintaining relationships with CPC attenders who are active in your specific ministry area
- Perform necessary administrative and logistical tasks
- Professionally communicate and interact with congregation, staff, volunteers, visitors, and vendors
- Attend camps, trips or events put on by your specific ministry department
- Establish goals at the beginning of the summer and commit to pursuing those goals throughout the internship
- Connect with department staff supervisor and other team members on a regular basis
- Meet with the Director HR & Operations for a mid-summer check-in

Minimum Requirements

- Actively pursuing a relationship with Jesus Christ
- Commitment to engage in CPC's faith community
- Alignment with [CPC mission, values, and statement of faith](#) and [ECO Denomination](#)
- Adherence to [CPC's Intern Lifestyle Commitment](#)
- Highly teachable with a desire to be mentored and to grow in leadership
- Ability to engage people in authentic, relational ways
- Collaborative working style and team mentality
- One year post high school graduation up to age 24

Preferred Requirements

- Leadership experience
- Self-starter with a strong work ethic
- Creative and flexible mindset
- Strong organization, detail-orientation, and multi-tasking skills
- Basic understanding of vocational ministry with a desire to learn more

Physical Requirements

- Ability to sit, walk, and/or stand for extended times
- Ability to occasionally lift, carry, and/or move 10-25 pounds
- Ability to perform tasks involving keyboard and computer monitor, requiring ability to grasp and utilize finger dexterity and visual acuity

Position Reporting: Summer Interns report to the Director HR & Operations.

Hours: This is a seasonal, temporary, full-time position, approximately 40 hours per week with the potential for some weeks to be 40+ hours. The workweek is Sundays-Thursdays. Depending on assigned team, there may be some additional weekend and evening hours.

Dates: The internship runs from May 26, 2026 – August 6, 2026.

Travel: This position may require overnight travel based on assigned team.

Compensation: Summer Interns receive a stipend of \$5000. The stipend is paid out over the course of the internship.

Application Details: To apply to be a Summer Intern, please contact us via email at employment@cpcedina.org. Provide a cover letter and a current resume outlining your experience and relevant qualifications.

The hiring process is rolling with the following application deadlines:

- Priority Deadline – November 1, 2025
- Final Deadline – December 15, 2025

This job description describes the general nature and work expected of an individual assigned to this position. Employees may be required to perform other job-related duties as requested.