

## ROLE PROFILE REDEEMER INTERNS - 2026

### Job Details

<b>Hours of work</b>	This is a full-time position for 30 hours per week. You will be required to do some evening and weekend work and be expected to become a member of the church.
<b>Place of work</b>	Working from our offices at the Old Town Hall
<b>Holiday entitlement</b>	25 days per year plus statutory bank holidays on a pro rata basis (12-month contract)
<b>Salary</b>	National Living Wage for 30 hours per week
<b>Training</b>	Interns attend the Midlands Gospel Partnership (MGP) Training Course - further information at <a href="https://midlandsgospel.org.uk/mgp-training/">https://midlandsgospel.org.uk/mgp-training/</a>
<b>Responsible to</b>	Sam Payne (Assistant Pastor) / Graeme Stephen (Operations Manager)

### Purpose of the role

Since planting Redeemer Church in 2017, one of our aims has been to release God's people into works of service. We want to play our part in training and developing the next generation of leaders for local, national or international ministry in the future. This could be as a faithful member of a local church or pursuing further ministry in a Christian context.

As our church continues to grow we're looking for someone to support some of the ministries of the church, particularly in operational areas such as event management, room bookings, communications and administration, among other things.

Other areas of ministry focus may include:

- Children & Youth
- Young Adults & Students
- Production and Tech
- Music and Worship
- Social Justice
- Other - depending on candidate

If you would like to speak about the role in advance of submitting an application please email our assistant pastor, Sam Payne - [sam.payne@redeemerchurch.org.uk](mailto:sam.payne@redeemerchurch.org.uk)

### Training

Interns attend the Midlands Gospel Partnership Training Course which is a one day a week training course designed to help you grow in your understanding of the Bible, and Christian life and ministry. The cost of the course is covered by the church.

Other training will be provided specifically for the ministries you are involved with.

### Supervision

You will be supervised throughout the year by a member of the staff team at Redeemer as well as having a pastoral supporter who is a member of the church family.

## SECTION 1: Responsibilities

	Main Responsibilities	% time per year / average hours per week
1	<p><b>Ministry: Operations</b></p> <p><b>Events coordination</b></p> <ul style="list-style-type: none"> <li>- Enquiries</li> <li>- Room bookings/setup</li> <li>- Venue management</li> </ul> <p><b>Communications</b></p> <ul style="list-style-type: none"> <li>- including our social media accounts, PrayerMate feed, and the weekly Redeemer Update email</li> </ul> <p><b>Front of house</b></p> <ul style="list-style-type: none"> <li>- Answering calls to the church office and dealing with visitors to the front door</li> </ul> <p><b>Administration</b></p> <ul style="list-style-type: none"> <li>- Helping to manage the office e-mail inbox</li> <li>- ChurchSuite</li> <li>- Sunday service preparation</li> </ul>	35%  Directed by the Operations Manager
2	<p><b>Ministry: Teaching and Pastoral</b></p> <p><b>Serving on Sundays</b> Leading services at least twice a term Computer operation team Prayer meetings Supporting lunches</p> <p><b>Other ministry areas to be determined based on interest and gifting</b></p>	30%
3	<p><b>Training</b></p> <ul style="list-style-type: none"> <li>- MGP Training course (Thursdays*)</li> <li>- Preparation for above</li> <li>- Day or residential conferences as appropriate</li> <li>- Staff training as required</li> </ul>	20%
4	<p><b>Staff team and general ministry support</b></p> <ul style="list-style-type: none"> <li>- Staff team meetings and general responsibilities</li> <li>- Project work</li> <li>- Supervision meetings and pastoral care</li> </ul>	10%
5	<p><b>Other</b></p> <ul style="list-style-type: none"> <li>- Any other duties appropriate to the role</li> </ul>	5%

\* on a voluntary basis

## SECTION 2: Candidate profile

	<b>Essential</b>	<b>Desirable</b>
<b>Skills</b>	<p>Initiative, responsibility and self-motivation</p> <p>Planning, organisation and time management skills</p> <p>The ability to organise others</p> <p>Excellent communication skills including the ability to communicate in a pastorally sensitive way</p> <p>Competent computer skills - responsibility for maintaining records and developing electronic registration systems.</p>	
<b>Knowledge and experience</b>	Experience of working independently	
<b>Personal attributes</b>	<p>A committed Evangelical Christian whose beliefs impact all aspects of the performance of the role and who can enthusiastically affirm our statement of faith</p> <p>In agreement with FIEC ethos statements on gospel unity, women in ministry and same sex marriage</p> <p>Ability to build effective working relationships</p> <p>Values people: is friendly, engaging and receptive</p> <p>High level of personal discretion and judgement</p>	

### How to apply

Please request an application form from our Operations Manager Graeme Stephen - [graeme.stephen@redeemerchurch.org.uk](mailto:graeme.stephen@redeemerchurch.org.uk)

A satisfactory DBS check will be required before beginning as an intern.

### Supporting documents

#### Statement of Faith

<https://www.redeemerchurch.org.uk/what-we-believe>

#### FIEC ethos statements

<https://fiec.org.uk/who-we-are/beliefs/gospel-unity>

<https://fiec.org.uk/who-we-are/beliefs/women-in-ministry>

<https://fiec.org.uk/who-we-are/beliefs/same-sex-marriage>

#### Website

[www.redeemerchurch.org.uk](http://www.redeemerchurch.org.uk)