



GCCBA Summer Internship Job Description

The GCCBA Summer Intern is a college student who will work for ten weeks to assist churches and the association in ministry, and evangelism projects including VBS, Mission Trips and Friday Lunch program for the homeless, and emergency and relief ministry.

Here are some of the duties that the summer intern will do during their ten weeks:

- Answer the telephones
- Help prepare monthly newsletter
- Assist in filing papers
- Other office duties
- Assist smaller churches with outreach opportunities
- Be involved with local community ministry opportunities
- Assist with GCCBA Summer Mission Trip planning
- Assist with the Friday Lunch Program
- Other duties assigned by GCCBA staff

Please submit a resume and a cover letter with a little personal history, including faith journey and why you are applying for summer internship by **March 1.**

Email resume and cover letter to wesley@gccba.org