



The School of Ministry at Woodmen Valley Chapel provides participants with a practical experience of vocational ministry through two programs: a 10-week summer internship and a 9-month residency. The internship helps interns discern a potential call to ministry, while the residency focuses on gaining clarity and specialized development in a specific ministry area.

Both residents and interns become part of a ministry team and therefore will be held to Woodmen's high expectations of working with excellence, serving others and loving well. As valued team members, both roles also receive intentional, caring support and guidance as they engage with coaches and mentors, participate in weekly leadership classes, offer and receive direct feedback and dedicate time to investing in and deepening their relationship with God through the program!

COMPETITIVE CANDIDATE QUALITIES:

- A maturing relationship with Christ
- Previous experience volunteering/working or strong desire to work in a ministry area
- Strong work ethic, hunger for growth, humility, and a positive attitude

INFORMATION & DATA SYSTEMS JOB DESCRIPTION

JOB FUNCTION

1. Observe and participate in the stewardship of data, processes and systems within a church management system.
2. Learn best practices for data accuracy, including record management and data integrity.
3. Support the design and execution of dashboards, reports and queries that reveal ministry insights.
4. Assist with implementing systems and process to improve staff efficiency.
5. Utilize data and tools to bring visibility to engagement, participation and discipleship pathways.
6. Aid staff in learning how to utilize database tools to effectively meet ministry needs.
7. Other duties and observations as assigned by the Technology Senior Director.

LEADERSHIP DEVELOPMENT

Developing analytical thinking, attention to detail and stewardship of information as a ministry resource.

LEADERSHIP OPPORTUNITIES

Shadowing the Technology Senior Director, participating in strategic planning and learning how to interpret data for leadership decision making.

COLLABORATION

Equipping cross-departmental staff by translating data into actionable insights and building intuitive tools to meet ministry needs.

MAKING MINISTRY RUN

Exploring how information systems and data empowers leadership to understand engagement, measure growth and guide people in discipleship.