

Briercrest Christian Academy, College and Seminary

Position Profile – BCA Discipleship Intern – Small Group Coordinator

January 2026

Summary: The BCA Discipleship Interns are selected each year by the Chaplain to assist with the planning and execution of the discipleship initiatives of Briercrest Christian Academy which includes but is not limited to chapel times, special events, and the management of various teams (e.g. worship, tech, student serve team, small group leaders etc.).

Compensation: A scholarship equivalent to the cost of tuition for one class per semester.

Time Commitment: This position will average out to be 10 hours per week. Around significant events, the time commitment will increase, but during slow weeks, the commitment will be less.

Qualifications:

- A passion to cultivate a Christ-centered community.
- A passion to help teenagers find and follow Jesus.
- Leadership and youth ministry experience is preferred.
- Must hold and maintain a 2.0 Grade Point Average (GPA)
- Must be in good standing with Student Development
- Criminal Record Check submission and clearance
- Preference may be given to a returning Briercrest College student enrolled in one of the following BA programs: Christian Ministry, Youth Ministry, or Biblical Studies

Desired Outcomes and Activities:

- Assist the Chaplain in recruiting, training, equipping/resourcing and community building among the small group leaders.
 - Meeting with small group leader teams once a month
 - Check in, provide support, give direction, equip
 - Prepare a curriculum to monthly go over a Principle, its Purpose, equipping them with Practices and ways to measure Progress.
- Cultivate relationships with and provide pastoral care for BCA (i.e. non-dorm) students through regular “coffee” meetings and supporting them at extra-curricular events (e.g., athletic games, drama productions, among others). Attention should be given primarily to one’s small group and those assigned by the Chaplain.
- Participate up-front in BCA chapel by formally welcoming students to chapel, leading mixers, presenting announcements.
- Assist the Chaplain in the execution of the Grade 12 Fall Retreat (TBD Sept. 2026).

- Assist the Chaplain and other BCA Discipleship interns in the planning and execution of two Spiritual Emphasis weeks: in the fall of 2026 (Date TBD) and winter of 2027 (Date TBD).
- Be available to students who drop in and complete much of the weekly tasks during designated "Office hours". The Chaplain will make his/her office in BCA available for you to use.
- Lead a BCA chapel small group (see *BCA Small Group Leader Info Sheet*).
- As time permits, participate in Briercrest Christian Academy student life for the purpose of relationship building (e.g. House League events, SLC evening events).
- Attend the Student Leadership Training week prior to the school year that is organized and facilitated by Briercrest's Student Development team (Dates TBD).
- Attend all subsequent Student Leadership Training events throughout the year (approximately every second Friday).

Team Relationships:

- Reports to BCA the Chaplain through a weekly meeting with the purpose of debriefing past and upcoming activities as well as leadership and spiritual growth.
- Partners with other BCA Discipleship Interns and serves alongside the larger Student Development team.