



We are delighted you are considering an internship at Prairie Lakes Church! You can look forward to a challenging and rewarding year. Whether your passion is families, worship or administration, after spending a year with us, our goal is you will be more proficient with your skills, wiser as a leader and more mature as a follower of Christ.

**Overview:**

- You will be part of a cohort of 6-12 interns for the 2026-2027 academic year (August – May).
- You will be expected to invest a minimum of 10 hours per week during the semester.
- You will receive a stipend of \$1600 per semester.

**Application Deadline:** February 27, 2026

Specific questions may be directed to Human Resources  
[internships@prairielakeschurch.org](mailto:internships@prairielakeschurch.org).

## **Data and Operations Intern**

Central Services

This intern will report to the Reach and Operations Director.

**Education, Experience and Skills Requirements:**

- Pursuing a degree from a four-year college or university
- Exhibit evidence of a healthy and growing relationship with Christ
- Fully support the ministry philosophy of Prairie Lakes Church and its leadership team
- Possess strong communication and IT skills
- Exhibit evidence of strong relational skills
- Possess a strong work ethic with a demonstrated ability to initiate and finish projects
- Experience with Automation, SQL, or Liquid a plus
- General knowledge of CRM software

**Responsibilities:**

- Learn foundational principles of CRMs, SQL, systems thinking, process management, and data stewardship.
- Assist in maintaining and organizing data within RockRMS
- Create and update reports, dashboards, and workflows to support ministry decision-making.
- Analyze attendance, engagement, and giving trends to provide actionable insights.
- Support data quality initiatives (cleanup, validation, documentation).
- Partner with Operations, Reach, and Ministry teams to streamline processes.

**Development:**

- Personalized leadership coaching & development meetings
- One-on-one mentoring
- Personalized StrengthsFinder coaching
- Exposure to PLC campuses
- Attend retreats as scheduled