

What organizations need to know about the internship process.

Preaching interns will be required to fulfill a Learning covenant. Part 1 are the schools goals. Part 2 are the specific assignments they must complete. Part 3 is an agreement they work out with their Field Mentor. Listed below are examples of Part 2 and 3:

Part 2

Academic Integration Goals for Preaching Majors

The goal of this internship is to integrate the academic learning gained at LCU into an area of specialization in ministry. It is hoped that:

- 1 - One will have a better awareness of oneself and your strengths and weaknesses.
- 2 - One will have a better sense of what is involved in this kind of ministry
- 3 - One will have a deeper confidence in where God is leading them.
- 4 - One will begin a lifelong process of ministry and ministry learning.

The following activities are designed to accomplish these goals.

1) Instruction

- Preach three (3) sermons for corporate worship. Have evaluations completed by three persons per sermon. Submit your sermon outlines or manuscripts and critique sheets to your field and faculty mentors.
- Teach three (3) lessons to at least two (2) different audiences. Secure three (3) evaluations for each lesson. Submit your lesson outlines and critiques to both your field and faculty mentors.
- Prepare and present two (2) to three (3) leadership training (equipping issues) sessions for church leaders on topics mutually agreed upon with your field mentor. Submit copies of outlines to both your field and faculty mentor.

****Since these assignments may not be possible in all situations, feel free to create alternatives and have them approved by the field and faculty mentors. E.G., in lieu of**

leadership training, evaluate the leadership training currently occurring in the congregation where you are to serve.

2) Leadership and Administration

1 - Develop a notebook of materials which will serve you in your future ministries.

Materials should include:

a. Wedding materials

- wedding sermon
- use of a wedding coordinator
- guidelines for wedding rehearsal
- issues of etiquette (i.e., where to stand, order of events, etc.)

b. Funeral materials

- pre-funeral activities (calling on family, gathering informations, etc.)
- funeral sermon (identify the person; e.g., Christian, non-Christian)
- order of service
- graveside service
- issues of etiquette

d. Visitation materials

- plan (organization, etc.)
- purpose
- etiquette

c. Premarital counseling materials

e. Job description

f. Time management plan

g. Plan for leadership development

- format

- topics

h. Case study of the local educational program

- Sunday school, midweek, etc.

- Utilize *The 21st Century Sunday School* by Wes Haystead

i. Plan for advancing world mission

- format

- topics

These materials should be developed in the context of your ministry setting. Make them practical reflections of your activity. When utilizing the material received from others, be sure to provide the source and a brief critique.

2 - Develop your resume and application materials for seeking a future ministry. Include a sample cover letter which accompanies your resume.

3 - Submit notes from board (or whichever form of government they use) meetings (include your reflections: evaluation, suggestions, etc.)

4 - Provide a sociological analysis of the congregation. Include demographics, growth, future projections.

5 - Keep a notebook of discussions with your mentor.

Initiate discussions with your field mentor in the following areas and record his/her responses and your reflections.

a - Theological issues (e.g., Lord's Supper, Baptism)

b - Professional issues (e.g., etiquette at weddings; counseling guidelines, leadership relations)

c - Practical issues (e.g., dress codes, weekly responsibilities)

d - Personal issues (e.g., social skills, hygiene, etc.)

6 - Make at least three (3) pastoral and three (3) evangelistic calls.

3) Reading

Read the following materials (approximately five hundred (500) pages):

- material concerning leadership
- material concerning preaching
- material concerning counseling

Submit a two (2) to three (3) page typed critique of each book.

Schedule:

Monthly reflections: Once a month

Reading: 1st of each month

Notebook: Due date on cover sheet of Learning Covenant

Critique sheets: Within two weeks of the specific sermon, lesson, etc.

All remaining materials: Due date on cover sheet of Learning Covenant

These guidelines may be adapted in conjunction with the field mentor and further conversation with your faculty mentor.

Part Three – Individualized Ministry Goals

I will strive to meet the expectations of my ministry context as detailed in the goals listed below:

1. General Ministry Expectations

- a. Communication and reporting to (field mentor, Senior Minister) at least once weekly;
- b. Attend ministry staff meeting (twice monthly);
- c. Attend all monthly leadership meetings and write a ministry report/reflections for the final meetings of the internship term;.
- d. Communicate with the congregation through a newsletter article twice;
- e. Maintain a regular schedule of 40-hours per week, including office hours and other ministry related tasks (Office time: Daily office hours as ministry demands permit – 9AM-3:30Pm);
- f. Interview Ministry Staff and Elders concerning insights within their area of ministry oversight;
- g. Voluntary engagement in one area of ministry of gifting and choice.

2. Specific Expectations:

- a. Craft and present 4 Sunday messages, along with at least 2 other speaking occasions (ex. Tuesday basketball) during the internship, followed by a critique with the field mentor;
- b. Regularly observe/participate in at least two small group ministry environments: one with children, one adult;
- c. Engage in dialogue with members of various ethnic groups about multi-cultural ministry;

3. **Readings Assignments** from the books listed below. Reading will be done from at least three books, a minimum of 1000 pages, with at least one per category.

4. Intern Benefits

- a. Remuneration –
- b. Love Offering

c. Housing –

d. Meals –

e. Ministry Supplies – office supplies will be supplied to the intern upon request from the office.

f. Time off –