



## Position Description: Internship Program

Grace Baptist Church offers a volunteer internship program that gives an opportunity for those interested in ministry effectiveness and experience. The 10-week program runs from March through May and is available in every ministry emphasis for qualified applicants. This is an exciting opportunity to gain first-hand life experiences in an environment of encouragement and equipping towards personal spiritual development, discipleship ministry mobilization, and advancing the mission of the local church.

### OBJECTIVE - GENERAL:

The Intern will gain practical ministry experience under the direction of the assigned Grace Baptist Church Pastor or Director in mobilizing ministry at Grace Baptist Church while receiving instruction on Grace's ministry philosophy and essential skills through staff-directed internship discussions.

### REPORTING AND ORGANIZATIONAL RESPONSIBILITIES:

- Reports to Joe Keller
- Internship will take place from March-May

### OBJECTIVES - SPECIFIC:

- 10 hrs. weekly
  - Wednesday 8:45p-10:00p: Intern Discussion (Prayer Room)
  - TBA: Ministry mobilization activities (ministry specific)
  - Optional: Staff Chapel Tuesdays 8:45a-9:30a (JR.High Room)
- Serve in the discipleship effort of the Intern's chosen ministry.
- Participation and evaluation in key events in the ministry calendar and in pastoral interviews, opting to serve or facilitate events as desired and writing a reflection paper in preparation for Intern Discussions
- Weekly reading through assigned books and writing a reflection paper in preparation for Intern Discussions

### FUNDAMENTAL EXPECTATIONS:

- Is actively walking with Christ and exhibits spiritual maturity in both work and personal life
- Team minded approach to ministry and ability to work well in ministry teams.
- Exhibits discretion in maintaining confidentiality of all matters pertaining to Grace and the people it serves.
- Adequate and growing communication, planning, organizational, and administrative skills.

- Present member, pursuing membership, or actively attending Grace Baptist.

MISCELLANEOUS EXPECTATIONS:

- Readiness to assist in discipleship opportunities of other ministries of Grace Baptist including, but not limited to, pulpit supply for various ministries, unplanned counseling opportunities while in the office, etc.
- Anticipate needed flexibility to schedule around Grace Baptist’s ministry calendar dates and pastors’ availability throughout internship length.
- Maintain punctuality throughout internship length, knowing that multiple unplanned and poorly excused absences may lead to early termination of internship.

READING ASSIGNMENTS:

- How to Build a Healthy Church: Mark Dever

MINISTRY ASSIGNMENTS:

- Prayer and Meditation Reflection Paper
- Pastoral Interviews Reflection Paper
- Internship Observations and Outcomes Reflection Paper

2023 KEY DATES

- Week One                      March 22
- Week 10                         May 24
- Celebration Lunch             May 28

SIGNATURE

\_\_\_\_\_

GBC Intern

\_\_\_\_\_

Date

\_\_\_\_\_

Joe Keller, Executive Pastor

\_\_\_\_\_

Date

