



MUNHOLLAND YOUTH MINISTRY

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**INTERN APPLICATION FORM**

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Munholland United Methodist Church  
1201 Metairie Road  
Metairie, LA 70005  
(504)834-9910

**FOR:** APPLICANTS

**SUBJECT:** SUMMER INTERN 2019

**DATE DUE:** MARCH 15, 2019

**BACKGROUND:**

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

THE BEST WAY TO CONTACT ME IS: \_\_\_\_\_

HOME TOWN: \_\_\_\_\_ STATE: \_\_\_\_\_

PARENTS' NAMES: \_\_\_\_\_ PHONE # \_\_\_\_\_

UPON ACCEPTANCE AS AN INTERN WE WILL RUN A FULL CRIMINAL BACKGROUND

CHECK ON YOU. IS THAT A PROBLEM? \_\_\_\_\_

**BEFORE CONTINUING THIS APPLICATION, PLEASE READ AND SIGN THE INTERN PRIMARY RESPONSIBILITIES SHEET. YOU WILL NOT NEED TO FILL OUT THIS APPLICATION IF YOU WILL NOT SIGN THE PRIMARY RESPONSIBILITIES SHEET AND THE STATEMENT OF FAITH ADHERENCE SHEET.**

**INTERNS ARE EXPECTED TO BE FULLY AVAILABLE FROM MAY 28 THROUGH JULY 31. PRIOR ENGAGEMENTS OR TIME OFF MUST BE PRE-APPROVED.**

**SPRITUAL JOURNEY:**

IN WHAT DENOMINATION DID YOU GROW UP IN? (IF ANY): \_\_\_\_\_

WHEN DID YOU MAKE A PROFESSION OF YOUR FAITH IN JESUS CHRIST: \_\_\_\_\_

SHARE YOUR TESTIMONY ON A SEPARATE TYPED SHEET.

HAVE YOU BEEN BAPTIZED: \_\_\_\_\_ WHEN: \_\_\_\_\_

DID YOU ATTEND A YOUTH GROUP DURING JR. HIGH AND HIGH SCHOOL? \_\_\_\_\_

IF SO, WHICH ONE: \_\_\_\_\_

WHO IS/WAS THE YOUTH DIRECTOR THERE: \_\_\_\_\_ PHONE # \_\_\_\_\_

LIST YOUR MENTORS AND THEIR PHONE NUMBERS: \_\_\_\_\_

\_\_\_\_\_

**WHO IS CURRENTLY DISCIPLING YOU? \_\_\_\_\_ PHONE # \_\_\_\_\_**

HAVE YOU PARTICIPATED IN ANY DISCIPLESHIP PROGRAMS? (IF SO, LIST THEM)

\_\_\_\_\_

WHAT DO YOU BELIEVE ARE ESSENTIAL ELEMENTS OF DISCIPLESHIP?

\_\_\_\_\_

IF YOU ARE HERE THIS SUMMER, ONE OF OUR DEEPEST DESIRES IS YOUR OWN DISCIPLESHIP AND GROWTH. YOU WILL BE TAUGHT THE TENETS OF THE FAITH AND SEVERAL POINTS OF THEOLOGY DURING YOUR TIME HERE.

**MINISTRY AND LEADERSHIP EXPERIENCE:**

**MINISTRIES:**

WHAT MINISTRIES HAVE YOU SERVED IN AND IN WHAT CAPACITY? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SPIRITUAL GIFTS:**

WHAT ARE YOUR SPIRITUAL GIFTS? \_\_\_\_\_  
HOW HAVE YOU USED THESE GIFTS FOR THE KINGDOM? \_\_\_\_\_  
\_\_\_\_\_

**SMALL GROUPS:**

HAVE YOU EVER LED A SMALL GROUP? \_\_\_\_\_ WHAT AGE? \_\_\_\_\_ HOW LONG? \_\_\_\_\_

**EVANGELISM:**

ARE YOU COMFORTABLE SHARING CHRIST WITH OTHERS? \_\_\_\_\_  
HAVE YOU EVER SHARED CHRIST WITH SOMEONE WHO MADE A PROFESSION OF FAITH? \_\_\_\_\_

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**MISSIONS:**

LIST ANY MISSION TRIPS YOU HAVE BEEN ON: \_\_\_\_\_  
\_\_\_\_\_

**TALENTS:**

WHAT TALENTS DO YOU HAVE THAT AID IN MINISTRY? (I.E.- GUITAR, SINGING, LANGUAGE, SPORTS, ETC.)  
\_\_\_\_\_  
\_\_\_\_\_

**WHY:**

WHY DO YOU WANT TO BE A SUMMER INTERN? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

WHAT DO YOU HOPE TO LEARN FROM THIS EXPERIENCE? \_\_\_\_\_

\_\_\_\_\_

HOW DO YOU SEE YOURSELF AS A BENEFIT TO OUR PROGRAM? \_\_\_\_\_

\_\_\_\_\_

**THEOLOGY:**

WHAT IS YOUR POSITION ON THE AUTHORITY OF SCRIPTURE? \_\_\_\_\_

\_\_\_\_\_

WHAT IS YOUR POSITION ON THE RESURRECTION OF JESUS CHRIST? \_\_\_\_\_

\_\_\_\_\_

WHAT IS YOUR POSITION ON THE STATE OF MAN? \_\_\_\_\_

\_\_\_\_\_

WHO IS JESUS CHRIST? \_\_\_\_\_

\_\_\_\_\_

WHO IS THE PERSON AND WHAT IS THE ROLE OF THE HOLY SPIRIT? \_\_\_\_\_

\_\_\_\_\_

**MORALITY:**

WHAT IS YOUR POSITION ON SEX BEFORE MARRIAGE? \_\_\_\_\_

\_\_\_\_\_

WHAT IS YOUR POSITION ON ABORTION? \_\_\_\_\_

\_\_\_\_\_

WHAT IS YOUR POSITION ON HOMOSEXUALITY? \_\_\_\_\_

\_\_\_\_\_

WHAT IS YOUR POSITION ON SECULAR MEDIA? (MOVIES, MUSIC, ETC.) \_\_\_\_\_

\_\_\_\_\_

WHAT IS "TOO FAR" SEXUALLY IN A DATING RELATIONSHIP? \_\_\_\_\_

\_\_\_\_\_

WHAT DO YOU CONSIDER "MODEST" WHEN IT COMES TO DRESS? \_\_\_\_\_

WHAT IS YOUR POSITION ON ALCOHOL USE? \_\_\_\_\_

(THE PREVIOUS QUESTIONS ARE ASKED BECAUSE IT IS IMPORTANT THAT WE ARE UNITED IN THE WAY WE SHARE TRUTH TO STUDENTS. ALTHOUGH SUCH THINGS ARE NOT DIRECT ESSENTIALS OF THE FAITH, THEY ARE INDICATORS OF SPIRITUAL MATURITY AND CONVICTION. LIKE-MINDEDNESS IS AN IMPORTANT TEAM CONCEPT.)

### **STATEMENT OF FAITH ADHERENCE:**

PLEASE READ THE FOLLOWING STATEMENT OF FAITH AND DETERMINE IF YOU ARE IN AGREEMENT WITH ALL THINGS MENTIONED, AND THEN SIGN IT.

FAILURE TO SIGN WILL NULIFY YOUR APPLICATION

***We believe in one God***, the sovereign Creator and Sustainer of all things, infinitely perfect and eternally existing in three Persons: Father, Son and Holy Spirit. To Him be all honor, glory and praise forever!

***Jesus Christ, the living Word, become flesh through His miraculous conception by the Holy Spirit and His virgin birth.*** He who is true God became true man united in one Person forever. He died on the cross a sacrifice for our sins according to the Scriptures. On the third day He arose bodily from the dead, ascended into heaven, where, at the right hand of the Majesty on High, He now is our High Priest and Mediator.

***The Holy Spirit has come to glorify Christ and to apply the saving work of Christ to our hearts.*** He convicts us of sin and draws us to the Savior. Indwelling our hearts, He gives new life to us, empowers and imparts gifts to us for service. He instructs and guides us into all truth, and seals us for the day of redemption.

***Being estranged from God and condemned by our sinfulness, our salvation is wholly dependent upon the work of God's free grace.*** God credits His righteousness to those who put their faith in Christ alone for their salvation, thereby justifies them in His sight. Only such as are born of the Holy Spirit and receive Jesus Christ become children of God and heirs of eternal life.

***The true Church is composed of all persons who through saving faith in Jesus Christ and the sanctifying work of the Holy Spirit are united together in the body of Christ.*** The Church finds her visible, yet imperfect, expression in local congregations where the Word of God is preached

in its purity and the sacraments are administered in their integrity; where scriptural discipline is practiced, and where loving fellowship is maintained. For her perfecting, she awaits the return of her Lord.

***Jesus Christ will come again to the Earth***, personally, visibly, and bodily, to judge the living and the dead, and to consummate history and the eternal plan of God. "Even so, come, Lord Jesus." (Rev. 22:20)

***The Lord Jesus Christ commands all believers to proclaim the Gospel throughout the world and to make disciples of all nations.*** Obedience to the Great Commission requires total commitment to "Him who loved us and gave Himself for us." He calls us to a life of self-denying love and service. "For we are His workmanship, created in Christ Jesus for good works, which God prepared beforehand that we should walk in them." (Eph. 2:10)

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

**REFERENCES:**

PLEASE LIST THREE REFERENCES HERE: (IF THEY ARE DIFFERENT THAN YOUR DISCIPLES)

YOU MAY COUNT US ONE OF YOUR REFERENCES IF APPLICABLE. (IF YOU DON'T HAVE A PHONE NUMBER, YOU MAY WRITE AN E-MAIL ADDRESS.)

1. \_\_\_\_\_ PHONE # \_\_\_\_\_

2. \_\_\_\_\_ PHONE # \_\_\_\_\_

3. \_\_\_\_\_ PHONE # \_\_\_\_\_

**EDUCATION:**

NOTE: IN ORDER TO BE A SUMMER INTERN AN INDIVIDUAL MUST HAVE COMPLETED THEIR FRESHMAN YEAR IN COLLEGE OR THE EQUIVALENT TIME FRAME FROM BEING OUT OF HIGH SCHOOL.

HIGH SCHOOL: \_\_\_\_\_ COLLEGE: \_\_\_\_\_

PURSUING WHAT DEGREE? \_\_\_\_\_

CURRENTLY WORKING WHERE? \_\_\_\_\_

**DRIVING RECORD:**

HAVE YOU HAD A TRAFFIC VIOLATION IN THE LAST THREE YEARS: \_\_\_\_\_

IF SO, WHAT AND WHEN: \_\_\_\_\_

\*OBTAIN AND ATTACH A COPY OF YOUR DRIVING RECORD WITH THIS APPLICATION FROM YOUR LOCAL STATE PATROL OFFICE. IF YOU'RE 21 YOU WILL DO A DRIVERS PREPARATION COURSE WITH OUR GROUNDS DIRECTOR, THIS WILL QUALIFY YOU TO DRIVE CHURCH VEHICLES OR TO DRIVE KIDS TO CHURCH EVENTS.

**PAY INFORMATION:**

THE INTERN POSITION INCLUDES:

FREE ROOM AND BOARD IF NEEDED AND AVAILABLE

\$ 1,500.00 PAY FOR WORK FROM MAY 28<sup>TH</sup> THROUGH JULY 31<sup>ST</sup>

\$1,500 APPROX. COSTS PAID BY THE CHURCH FOR YOU TO GO ON TRIPS

**TOTAL SUMMER COMPENSATION: \$1500 PAY PLUS \$1500 IN FEES PAID**

**= \$3000.00**, PLUS OTHER EXPENSES FOR SOME MEALS AND TRAVEL



# Munholland Youth Ministry Interns

## Primary Responsibilities

### 1. SMALL GROUPS-

- A. You will be given a *small group* throughout your employment.
- B. You are responsible for teaching the *provided study* for your group, either you will be developing the study, or it will be prepared for you. All studies you prepare or wish to use must be explained to and approved by the Ministry Director. A time will be provided for discussion of your study.
- C. You need to set some expectations within your groups to foster a sense of faithfulness and continuity within the group. **CONFIDENTIALITY** is an ABSOLUTE. Make it clear to them that they are keep what is said by any individual as confidential. *Incentives*. These can be both negative and or positive. Find ways to encourage participation. *Scripture memory* should be a part of small groups always. Encourage this throughout your time here.
- D. A word of *protection* here:
  1. Abide by the Munholland UMC Safe Sanctuary Policy.
  2. At any event or ministry, always have *two chaperones*.
  3. Also you are not the savior- Jesus is. Do not spend every waking moment with kids. Learn *the power of NO!* This word will save you from burning out or making foolish mistakes of the heart.
  4. Do not *counsel* kids beyond what you have been trained and **never** keep the issues of pregnancy, abortion, rape, abuse, suicide, or drug use confidential. Tell your supervisors immediately.
  5. Use *discretion* in what you say, do, and participate in when with students. Ask yourself if what you are saying, doing, or watching truly glorifies God. (example: you are **not** allowed to see movies with kids rated beyond PG without parents' permission, and NEVER allowed to see movies with kids that are rated R.)

### PROGRAM RESPONSIBILITIES

- A. *Attendance*- Sunday nights from 5-7 are our main time of regular ministry. As an intern, you are required to be there each time we meet and prepare for the program and help run it.
- B. *Meeting area preparation*- you will need to prepare what ever room necessary to accomplish your designated responsibility for the program. That means moving furniture, purchasing materials (if purchases are needed plan ahead and ask for a check to buy what's needed), setting up equipment, etc. Arrive as early as is needed to accomplish this task.
- C. *Program responsibilities*- The following are program responsibilities that you may be asked to perform: recreation, music- includes band practice, loading songs into the computer, preparing song sheets, and getting visuals up and running; food, big games, videos, skits, icebreakers, testimonies, running sound, speaking.  
(A word about videos, icebreakers, and games: they need to be done in good taste and in good conscience- no one should be hurt or intentionally embarrassed)
- D. *Vehicle and Meeting area clean up*- it is the interns' responsibility to clean up and return all set ups to their original state following programs, unless otherwise informed. This will include cleaning of church vehicles or rented vehicles and filling them up with gas.
- E. *Last one to leave*- when a program is over, the interns are responsible for making sure every student gets picked up. Never leave if students remain. You are also responsible for locking the doors.

## 2. SUNDAY SCHOOL RESPONSIBILITIES

- A. **Attendance**- you are required to be here for Sunday morning Sunday school and Worship. You will be given such assignments as taking role, small group discussion leaders, teaching, music, running sound, skits, visitor acknowledgement, etc. You are also required to attend at least one of the churches worship services on Sundays.
- B. **Care ministry**- you need to be looking for new visitors and recent visitors constantly. You should meet them and encourage other kids from the ministry to greet them as well. Never leave not knowing a kid's name. We need to know them all and have information on them all if they allow us information on them. **HAVE ALL NEW VISITORS FILL OUT A VISITORS CARD IF THEY ARE WILLING.**
- C. **Always sit with kids**- we tend to want to sit with each other as interns, avoid this. Sit with kids in meetings, on vans, everywhere we go.

## 3. CONTACT WORK

- A. **Connecting with kids**- on Fridays and Saturdays you will be expected to spend some of that time connecting with kids.
- B. **Ways of Connecting**- here are several ways you will need to be in touch with kids: Call them, e-mail them, snail mail them, visit them, hang-out with them.
- C. **Recruiting for trips**- you will be required to call kids to recruit them to go on trips.

## 4. TEACHING

- A. You will be required to teach at least once on a Sunday morning and at least once at a Sunday night Youth Fellowship meeting.

## 5. PERSONAL DISCIPLESHIP

- A. **Individually**- You are expected to maintain a consistent and relevant time with the Lord daily. You cannot give that which you do not have.
- B. **Corporately**- you will meet weekly with the director to join in corporate discipleship. The schedule will be as follows:
  - Opening Prayer Time
  - Scripture Memory
  - Accountability
  - Inductive Study Discussion
- C. **Prayer Meeting**- you will meet with the directors of ministries and the rest of the youth interns for a devoted time of prayer together.

## 6. TEAM DEVELOPMENT

- A. **Always on Time**- you are expected to show respect to your bosses as well as your associates by always being on time. This is a discipline of life. We will honor one another by honoring each others time.
- B. **Presentation**- you are always expected to dress modestly and in good taste for the appropriate circumstances. If you have a question about your presentation, ask us. We do not promote tattoos, piercings (other than ears for girls), or anything intended to bring unnecessary attention to self. Although you may possess one or more of these now they are not to be furthered, or held up as "cool" to our students. Our female interns are to always wear one-piece swimsuits when in the company of students

## 7. Connectivity Ministry

- A. ***A place to be-*** we may be running a college group this summer. Please take advantage of this time for yourself to be with students your own age.
- B. ***Contact-*** you will be asked to contact college kids to come to events
- C. ***Clean up-*** in order to continue using good facilities we must continue to keep such places clean. Please help out in any way possible.

## 8. Calendaring and Procedures

- A. ***Maintain a good calendar-*** learning to maintain a good calendaring system is an essential discipline of ministry. Whether you use your phone or wallet calendar like a day timer, it doesn't matter as long as it works for you. You should record all necessary calendar dates in your calendar and make sure you are off work or do not schedule anything else at the same time as ministry responsibilities.
- B. ***Our policies and procedures-*** you will see the attached forms following this sheet which contain the information approved by the Student Ministries Committee. It contains overarching policies as well as incident report forms, etc. If you have not filled out any of the forms you must make a copy and do so immediately. Some general policies we have that are not in the following packet but you need to be aware of are:
  - 1. Abide by the Munholland UMC Safe Sanctuaries Policy.
  - 2. Never drive kids of the opposite sex anywhere alone
  - 3. Never counsel kids of the opposite sex alone. If you must meet with a student, have the door open or someone close by who knows you are together. Being visible through a window or glass is ideal.
  - 4. Never sleep in the same bed as a student regardless of gender. Sleep separately as much as is possible. Separate tent or room, etc.
  - 5. Never leave a kid here alone, stay until they're picked up or give them a ride home. If parents don't show, let your superior know.
  - 6. Never change underwear in front of a student, nudity in front kids is not permitted in any form. (mooning included) This includes showering. Shower separate from the kids or even better wait until they are out and gone.
  - 7. Keep the burping and farting to yourself as much as is possible, sure some the kids think it's funny, but we need to teach them modesty. (I imagine this is more geared to the guy interns.)
  - 8. Be sensitive to kid's feelings regarding teasing and issues of embarrassment or belittling about beliefs.
  - 9. Cussing, tobacco use, and other bad habits are not permitted for our leaders or students
  - 10. If you are 21 and choose to drink alcohol, you will need to abstain during the time you are here. Students won't understand and some of them are from alcoholic families. We don't want to be their excuse for starting.
  - 11. You are required to be in at least one of the Sunday Worship services here at the church when we are in town.

I have read the intern expectations sheets and will fulfill them. I understand that failure to fulfill these expectations and ministry guidelines may result in my dismissal as an intern and termination of payment.

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Sign

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Date