



### General Information

#### Purpose

To help raise the next generation of student ministry leaders and place them in significant ministry positions. - Isaiah 58:12

#### Qualifications

1. Demonstrated call to full-time student ministry
2. Commitment to future local church ministry
3. Graduate from High School (Preferred ALIVE Alumni)



#### Hands, Heart and Head Training

##### 1) Education

1. Monthly reading and discussion of books on personal growth, leadership and student ministry
  - a) "Ready" - Recognizing and Responding to God's Call
  - b) "Strength Finders 2.0" - to help uncover your talents



##### 2) Mentoring

1. Weekly one-on-one mentoring with either student ministry staff or mission intern.
2. Monthly meetings with a different department each month.

##### 3) Experience

1. Responsibility for specific areas of ministry including but not limited to:
  - a. LunchBunch
  - b. PowerSource
  - c. Middle or High School Woodlands (**Check ALIVE calendar for dates**)
  - d. ALIVE on Sunday Nights
  - e. Event planning and leadership recruitment
2. Mentor and develop chosen middle school students (with oversight from Director of Student Ministry)



##### 4) Future Ministry Planning

1. Create a plan to communicate effectively through social media.
2. Create a strategic plan for DEEPER WEEKEND.
3. Develop a personal philosophy of ministry.
4. Plan/execute a ministry calendar.

Why we exist -



## **Ephesians 2:4-5**

**But God, being rich in mercy, because of the great love with which He loved us, even when we were dead in our trespasses, made us alive together with Christ—by grace you have been saved—**

## Sample Week

### - *Sunday*

<b>8:30-10:AM</b>	<b>Attend 1st service</b>
<b>10:AM-1:PM</b>	<b>Middle School Mentorship Time + Lunch</b>
<b>1:PM-2:PM</b>	<b>Team Meeting</b>
<b>2:PM-3:30PM</b>	<b>ALIVE Prep</b>
<b>3:30PM-4:30PM</b>	<b>Mentoring</b>
<b>4:30PM-5:30PM</b>	<b>Dinner</b>
<b>5:30-8:30PM</b>	<b>ALIVE Student Ministry</b>

### - *Thursday*

<b>8:30-9:AM</b>	<b>Reading/Prayer</b>
<b>9:AM-9:45AM</b>	<b>Team Meeting</b>
<b>9:45-11:AM</b>	<b>Event Prep</b>
<b>11:AM-1:PM</b>	<b>ALIVE Event</b>
<b>1PM-1:30PM</b>	<b>Event Clean Up</b>
<b>1:30PM-4:30PM</b>	<b>Reading, Goal Setting, Prepare for DGROUP kid and Event Planning for future. Any other MISC things that need to be done.</b>

# Application Process

## ***Applications Due:***

- We must receive your application no later than mid April.
- Potential Interns applying for mid May start date will be notified by May 1st of their acceptance.

## ***Application Steps:***

- Step #1      References will be checked and verified.
- Step #2      A one-on-one personal interview will take place with Tim Wadsworth.
- Step #3      All necessary hiring forms should be completed and returned to our office no later than two weeks after acceptance.

## **Salary/Stipend**

Salary/Stipend for interns is \$100 per week.

## **Costs and Expenses**

Interns will be required to purchase their Strength Finders 2.0 book, unless you already own it. If there are additional financial needs beyond the \$100 per week salary, interns may be allowed to work another part-time job. This job may not interfere with ALIVE Internship.

## **Fundraising**

No fundraising may be done to help supplement income while interning.

## **Campus Ministry**

Each intern will have a small budget for student ministry that can be used towards expenses such as meals with students, social media giveaways and other campus ministry expenses.

## **Insurance**

All interns are required to maintain health insurance during the entirety of their summer. Insurance is not provided by NHCC. We must have proof of health insurance before your internship can begin.

## **Housing**

Housing is not provided for interns.

## FAQ'S

### ***How many Vacation/Sick days do you give?***

We give no vacation days and allow one (paid) sick day.

### ***What happens when I have completed the Internship?***

It is our desire to place our interns in significant ministry opportunities in the place where God calls. We will always be planning and preparing you towards that end. Churches contact us regularly requesting potential candidates for their student ministry, and we will make recommendations where appropriate.

### ***Can a married person do this?***

A married person is welcome to apply. However, married persons will obviously have a greater financial burden and the spouse may have to have a full-time job. In addition, married persons must both have health insurance during the entirety of the program.

### ***Can I still have an internship if I don't agree with NHC's theology?***

All interns must agree with the NHC Constitution in order to participate in the program. If you hold differences in areas not in our tradition, please indicate during the application process.

<http://www.nhcconline.com/wp-content/uploads/2015/06/NHCC-Constitution-Approved-2014-11-16.pdf>

### ***Do I need to have my own transportation?***

Yes.

# Application Checklist

This checklist should help clarify the process and ensure you have completed all steps

- Submit application to Tim Wadsworth at [timw@northhillschurch.com](mailto:timw@northhillschurch.com) or mail to:

ALIVE Student Ministry  
North Hills Church  
4952 Edwards Rd.  
Taylors, SC 29687

(Make a copy of the application for your records before sending it.)

- Mail/email a blank reference form to each of the individuals identified in the application. Also, give them an envelope with the address above so they can return the reference forms directly to our office.
- After we receive your application and reference forms, Hope Tinnin, ALIVE Admin, will contact you to set-up a personal interview with the Director of Student Ministry. If necessary, a phone interview will also be set up if one-on-one can not be done.

### *Forms to be completed with application:*

- Application
- Child Safety Process
- Background Check
- NHC Doctrinal Statement





Return completed application to:  
ALIVE Student Ministry  
North Hills Church  
4952 Edwards Rd.  
Taylors, SC 29687

**GENERAL INFORMATION**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_

Work Phone: (\_\_\_\_) \_\_\_\_\_ Ext. # \_\_\_\_\_

E-mail address: \_\_\_\_\_

Marital Status:    single            married            divorced            (circle one)

Names and ages of children \_\_\_\_\_  
\_\_\_\_\_

Are you engaged?  Yes  No    If yes, date of wedding \_\_\_\_/\_\_\_\_/\_\_\_\_

**EDUCATION**

High School Attended:  
\_\_\_\_\_

College attended: \_\_\_\_\_  
Years completed: \_\_\_\_\_ Degree earned: \_\_\_\_\_

Graduate school attended: \_\_\_\_\_  
Years completed: \_\_\_\_\_ Degree earned: \_\_\_\_\_

Other school attended: \_\_\_\_\_  
Years completed: \_\_\_\_\_ Degree earned: \_\_\_\_\_

## **CURRENT EMPLOYMENT**

\_\_\_\_\_ Part Time \_\_\_\_\_ Full Time

Employer: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Job Title and Description: \_\_\_\_\_

\_\_\_\_\_

Supervisor: \_\_\_\_\_

Previous Employment Experience:

What employment experiences have you had?

A. \_\_\_\_\_

B. \_\_\_\_\_

C. \_\_\_\_\_

1. What are some things that you particularly enjoy about your present job?

2. What are some things you enjoy less?

3. If you joined our staff, where do you think you could make the best contributions?

## **Church Involvement**

1. How long have you attended NHC? \_\_\_\_\_ Are you a member? \_\_\_\_\_

2. Are you involved in a Life Group? \_\_\_\_\_

3. What are some other areas where you have served or are serving?

\_\_\_\_\_

\_\_\_\_\_

4. If you don't attend NHC, what church do you attend and are you in involved in any way?

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### **UNIQUE MAKEUP**

Strengths and Weaknesses: What are your top three strengths and your top three weaknesses?

Strengths

Weaknesses

1. \_\_\_\_\_ 1. \_\_\_\_\_

2. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 3. \_\_\_\_\_

Skills: What general skills, natural talents and/or special abilities do you possess?

A. \_\_\_\_\_

B. \_\_\_\_\_

C. \_\_\_\_\_

1. How do you act when you are in a group of people, none of whom are familiar to you? Describe this type of situation from your past?

2. What kind of people irritate you the most? How do you get along with them?

3. What kind of people do you enjoy being around the most?

4. How would you react if asked to do something that was not a part of your normal job?

5. What causes you to lose your temper?

### **MY PERSONAL TESTIMONY**

Please use the following questions as a guide to share your testimony. You can use the back of the page or attach another paper to this one if you need more space.

What my life was like before I received Christ.

How I knew that I needed Christ.

What took place when I received Christ.

How my life has been different since Jesus saved me.

## **MINISTRY PLANS**

I believe the Lord has called me to a life career of vocational ministry.

Yes  No  Not Sure

Identify and briefly explain your call and planned involvement in ministry\_\_\_\_\_

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Identify and briefly explain your involvement in ministry positions and activities especially those related to the local church.

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1. What are your long-range goals and objectives?

2. What kind of position would you like to hold in five years? In ten years?

3. Passion: What aspects of ministry do you get excited about?

4. Why do you want to work here?

## LEGAL QUESTIONS

1. Have you ever been a party to a civil lawsuit? Yes No  
If yes, please describe the situation.

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2. Have you ever been arrested? Yes No  
If yes, please describe the situation.

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3. Do you currently drink alcoholic beverages? Yes No  
If yes, please describe your alcoholic use.

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4. Do you use tobacco products? Yes No  
If yes, please describe your tobacco use.

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5. Please describe any and all traffic violations over the past 5 years, including the time, place, and type of violation. Please include a description of how the violation was resolved.

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6. Do you have any history of, or have ever been accused of any form of child abuse or sexual assault? Yes No  
If yes, please describe.

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7. Is there anything from your past that may come up in the future about you that could hurt the ministry of ALIVE Student Ministry? Yes No

If yes, please describe.

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**AGREEMENT**

The undersigned applicant hereby certifies that the information contained on this Internship Application is true and correct. I have not omitted any information which I reasonably believe would reflect unfavorably on the church's decision regarding my admittance into the Internship Program.

I hereby authorize ALIVE Student Ministry to contact any person or institution I have listed on this application, unless indicated otherwise, to independently verify the correctness of the information I have provided and to receive any other information that would be relevant to my application.

I understand that my application will not be complete until ALIVE Student Ministry has received this completed application and my three references.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AGREEMENT**

I have fully read NHC's Constitution and agree with it.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**REFERENCES**

List the contact information of three individuals to whom you are giving reference forms. **You** will need to send reference forms to the individuals listed below. For expediency, reference forms can be emailed to Tim Wadsworth at [timw@northhillschurch.com](mailto:timw@northhillschurch.com)

**The two-page reference forms can be found at the end of this application.**

**Ministry Contact (pastor/staff/leader):**

Name: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_  
Relationship to applicant: \_\_\_\_\_  
Email: \_\_\_\_\_ City, ST: \_\_\_\_\_

**Previous Employer (if no previous employer, then ministry contact)**

Name: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_  
Relationship to applicant: \_\_\_\_\_  
Email: \_\_\_\_\_ City, ST: \_\_\_\_\_

**Personal Reference (non-family member):**

Name: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_  
Relationship to applicant: \_\_\_\_\_  
Address: \_\_\_\_\_ City, ST: \_\_\_\_\_



Applicant's Name _____
Reference Form sent to: _____ <i>(Reference's Name)</i>

## Reference Form # 1

The above person is applying for an Internship with ALIVE Student Ministry at North Hills Church. We value your comments highly and ask that you give a full and candid report, so that fair consideration may be given to the applicant. You may wish to submit a letter of recommendation in addition to this completed form. This information will remain confidential.

1. How do you know this individual? For how long?
  
2. Indicate where this applicant falls on a scale of 1 (low) to 10 (high) in the following areas. Please add comments as often as possible.

**PERSONAL MATURITY**

1	2	3	4	5	6	7	8	9	10
Immature			Developing				Very Mature		
Comments: _____									
_____									

**TRUSTWORTHINESS**

1	2	3	4	5	6	7	8	9	10
Untrustworthy			Average				Very Trustworthy		
Comments: _____									
_____									

**DEPENDABILITY**

1	2	3	4	5	6	7	8	9	10
Undependable			Average				Very Dependable		
Comments: _____									
_____									

**HUMILITY**

1	2	3	4	5	6	7	8	9	10
Pride tends to get in the way				Average			Very Humble		
Comments: _____									
_____									

**LEADERSHIP**

1      2      3      4      5      6      7      8      9      10  
No Leadership Skills      Developing Leadership Skills      Strong Leadership Skills

Comments:

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**STRESS**

1      2      3      4      5      6      7      8      9      10  
Struggles Under Pressure      Manages Stress      Flourishes Under Stress

Comments:

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**CONFLICT**

1      2      3      4      5      6      7      8      9      10  
Difficulty Managing Conflict      Average      Skilled in Conflict Management

Comments:

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**SPIRITUAL MATURITY**

1      2      3      4      5      6      7      8      9      10  
Spiritually Immature      Spiritually Developing      Very Spiritually Mature

Comments:

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3. List the strengths you observe in this individual.

4. List the area(s) you observe in this individual where there is room for growth?

Reference completed by \_\_\_\_\_ Title: \_\_\_\_\_  
e-mail \_\_\_\_\_ Phone number (\_\_\_\_) \_\_\_\_\_

When is the best day(s) to contact you? Mon Tue Wed Thur Fri Time: \_\_\_AM \_\_\_PM

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Please mail/email reference to:**  
**ALIVE Student Ministry**  
North Hills Church  
4952 Edwards Rd.  
Taylors SC 29687  
[Timw@northhillschurch.com](mailto:Timw@northhillschurch.com)





# Student Ministry Internship

Applicant's Name _____
Reference Form sent to: _____ <i>(Reference's Name)</i>

## Reference Form #2

The above person is applying for an Internship with ALIVE Student Ministry at North Hills Church. We value your comments highly and ask that you give a full and candid report, so that fair consideration may be given to the applicant. You may wish to submit a letter of recommendation in addition to this completed form. This information will remain confidential.

1. How do you know this individual? For how long?
  
2. Indicate where this applicant falls on a scale of 1 (low) to 10 (high) in the following areas. Please add comments as often as possible.

### PERSONAL MATURITY

1	2	3	4	5	6	7	8	9	10
Immature			Developing				Very Mature		

Comments: \_\_\_\_\_

\_\_\_\_\_

### TRUSTWORTHINESS

1	2	3	4	5	6	7	8	9	10
Untrustworthy			Average				Very Trustworthy		

Comments: \_\_\_\_\_

\_\_\_\_\_

### DEPENDABILITY

1	2	3	4	5	6	7	8	9	10
Undependable			Average				Very Dependable		

Comments: \_\_\_\_\_

\_\_\_\_\_

### HUMILITY

1	2	3	4	5	6	7	8	9	10
Pride tends to get in the way				Average			Very Humble		

Comments: \_\_\_\_\_

\_\_\_\_\_

### LEADERSHIP

1	2	3	4	5	6	7	8	9	10
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No Leadership Skills    Developing Leadership Skills    Strong Leadership Skills  
 Comments: \_\_\_\_\_  
 \_\_\_\_\_

**STRESS**

1      2      3      4      5      6      7      8      9      10  
 Struggles Under Pressure    Manages Stress    Flourishes Under Stress  
 Comments: \_\_\_\_\_  
 \_\_\_\_\_

**CONFLICT**

1      2      3      4      5      6      7      8      9      10  
 Difficulty Managing Conflict    Average    Skilled in Conflict Management  
 Comments: \_\_\_\_\_  
 \_\_\_\_\_

**SPIRITUAL MATURITY**

1      2      3      4      5      6      7      8      9      10  
 Spiritually Immature    Spiritually Developing    Very Spiritually Mature  
 Comments: \_\_\_\_\_  
 \_\_\_\_\_

3. List the strengths you observe in this individual.

4. List the area(s) you observe in this individual where there is room for growth?

Reference completed by \_\_\_\_\_ Title: \_\_\_\_\_  
 e-mail \_\_\_\_\_ Phone number (\_\_\_\_) \_\_\_\_\_

When is the best day(s) to contact you? Mon Tue Wed Thur Fri    Time: AM PM

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Please mail/email reference to:**  
**ALIVE Student Ministry**  
 North Hills Church  
 4952 Edwards Rd.  
 Taylors, SC 29687  
 Timw@northhillschurch.com

# alive Student Ministry Internship

Applicant's Name _____
Reference Form sent to: _____ <i>(Reference's Name)</i>

## Reference Form #3

The above person is applying for an Internship with ALIVE Student Ministry at North Hills Church. We value your comments highly and ask that you give a full and candid report, so that fair consideration may be given to the applicant. You may wish to submit a letter of recommendation in addition to this completed form. This information will remain confidential.

1. How do you know this individual? For how long?
  
2. Indicate where this applicant falls on a scale of 1 (low) to 10 (high) in the following areas. Please add comments as often as possible.

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Immature			Developing				Very Mature		
Comments: _____									
_____									

**TRUSTWORTHINESS**

1	2	3	4	5	6	7	8	9	10
Untrustworthy			Average				Very Trustworthy		
Comments: _____									
_____									

**DEPENDABILITY**

1	2	3	4	5	6	7	8	9	10
Undependable			Average				Very Dependable		
Comments: _____									
_____									

**HUMILITY**

1	2	3	4	5	6	7	8	9	10
Pride tends to get in the way				Average			Very Humble		
Comments: _____									
_____									

**LEADERSHIP**

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No Leadership Skills      Developing Leadership Skills      Strong Leadership Skills

Comments:

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**STRESS**

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Comments:

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**CONFLICT**

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Difficulty Managing Conflict      Average      Skilled in Conflict Management

Comments:

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**SPIRITUAL MATURITY**

1      2      3      4      5      6      7      8      9      10  
Spiritually Immature      Spiritually Developing      Very Spiritually Mature

Comments:

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Reference completed by \_\_\_\_\_ Title: \_\_\_\_\_  
e-mail \_\_\_\_\_ Phone number (\_\_\_\_) \_\_\_\_\_

When is the best day(s) to contact you? Mon Tue Wed Thur Fri    Time: AM PM

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Please mail/email reference to:**

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