



North Hills Church | Alive Student Ministry

Internship Application

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*

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

- *Thursday*

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

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 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?

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_____

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

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.

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

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

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

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.

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.

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.

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

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:

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



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
---	---	---	---	---	---	---	---	---	----

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

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

Reference Form #3

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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		
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LEADERSHIP

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No Leadership Skills Developing Leadership Skills Strong Leadership Skills

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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:
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