



GOOD NEWS INTERNSHIP

HANDBOOK



GOOD NEWS
CHURCH

Welcome

Welcome to Good News Church's Internship. Whether you are a prospective or current intern, our prayer is that God will richly bless you as you serve others for His name's sake.

Introduction

The Internship Handbook communicates the philosophy, policies, and procedures of the Internship. It will provide you with supplementary information that specifically applies to the Internship.

Internship Philosophy

Vision

Our vision is to help you as an intern develop your character, calling, and competency as you participate in the mission of Good News Church. We desire to see you developed, equipped, and empowered to become the person God has designed you to be. We also want you to potentially discover and walk out your calling.

Purpose

The purpose of the Good News Church Internship is development of leadership capacity and potential within an individual. Our secondary purpose is clarifying an individual's ministry or marketplace calling.

Values

As an intern, your holistic development will take priority over your utilization. We are more concerned with how you will grow through your experiences than what you can do for Good News Church.

You will have the opportunity to discover your gifts and passions.

Your development will happen within community, on teams, and in proximity to leaders.

While you will serve primarily in one ministry area, you will be exposed to a broad range of ministries and experiences.

Benefits of the Internship

As an intern, you will establish a stronger leadership and spiritual foundation on which to build your life.

You will benefit from valuable ministry experience and leadership training.

You will gain greater opportunities and responsibilities at Good News Church.

Eligibility and General Expectations

You must have graduated from high school before your internship begins.

You must be aligned with the mission and doctrinal position of Good News Church (see Appendix).

Preference will be given to individuals already engaged and serving in a Good News ministry.

You will be required to raise financial and prayer support.

You will need to provide your own laptop computer and means of transportation.

Internship Opportunities

Internship Descriptions

Internships are available in most Good News Church ministries. The following internship descriptions include tasks you can expect from a certain ministry, but they are a general explanation rather than a comprehensive list. We strive to create an individualized job description, based on individual gifts and passions, for anyone part of an internship.

Kids:

- Learn about each age group included in Kids Ministry, from babies to 5th grade
- Learn the process of each area of ministry, from preparation to service time
- Have the opportunity to team lead in an area of interest and oversee a project
- Participate in the curriculum writing and editing process

Emanate Youth:

- Attend weekly services and meetings (Small Groups, Core, Abiding meetings)
- Assist in the coordination and leading of special events and sermon series (room décor, illustrations, topics)
- Discover and use, within ministry, personality and gifts
- Collaborate with other ministries to learn a larger scope of ministry
- Read books and complete personal development assignments
- Have an opportunity to be a team leader in an area of ministry
- Fulfill other responsibilities

Prayer/Care

- Spend quality time growing in and nurturing the presence of God
- Teaching and training on intercession, effective prayer, prophetic ministry, deliverance, the Holy Spirit, spiritual warfare, healing, and studying God's word
- Participate in ministries such as street ministry and deliverance
- Leading prayer and teaching
- Ministering in the power of the Holy Spirit and contending for the full release of the Lord's Kingdom purposes

Worship:

- Participate in the creative planning process for Sunday services and special services
- Plan and lead worship for services and rehearsals based on musical gifting and leading experience
- Assist in the coordination of projects related to service elements
- Assist in the coordination of training nights and the development process
- Meet and communicate with volunteers and leaders on a regular basis and learn how to schedule teams

Internship Dates & Hours

- An internship lasts 42 weeks and spans the beginning of August to the end of May.
- Hours of internship will range between 14-18 per week, not including classwork.

Internship Staff

Intern Team

The Intern Team is comprised of a small number of Good News staff members who review applications and act as primary advocates for the interns. The Intern Team meets on a regular basis to discuss the vision and direction of the Internship, as well as discuss timely items related to the policy and procedures of the Internship.

Internship Director

The Internship Director is responsible for the overall vision of the Internship and ensuring that the Internship stays consistent with its values. The Director is also available to interns for any questions, comments, and concerns.

Internship Assistant

The Internship Assistant provides the primary administrative support for the Intern Team, Director, and interns.

Pastors/ Directors

A supervisor oversees each intern. The supervisor is a pastor or director in the area of ministry where the intern serves. The intern and supervisor meet on a regular basis for coaching, training, ministry projects, etc.

Applying for the Internship

Application Materials

To apply for an Internship, you must complete an Internship Application and provide at least two references. An application and reference form is available online at goodnews.church/intern.

Application Deadline

The application deadline date will be provided each year. Generally speaking, the application deadline will be the April prior to the fall internship start date.

Application Review Process

Once your application and references are received, the Intern Team will review the material for discussion and decision-making.

If your application is accepted, the Internship Director will invite you to join the Internship via acceptance email (pending a criminal background check). If the invitation is accepted, details about the amount to fundraise, fundraising deadlines, and the Internship start date will be provided.

If your application is declined, the Internship Director will communicate the decision to you. A follow-up discussion on why you were not accepted and what you can do to gain entry the next year will be scheduled.

Fundraising

Total Amount to Raise

If you are accepted into the Internship, you will need to raise \$1,000.

Use of Funds Breakdown

All donated funds are used exclusively for the Internship. This covers costs such as training, conferences, retreats, books, office supplies, and meal and travel expenses.

Deadlines

Fundraising deadlines are provided in the acceptance email. Meeting these deadlines is required for participation in the Internship. Missed deadlines will result in a delayed start date or removal from the Internship. In general, the deadlines are as follows:

Ministry Year Internship: 75% of funds must be raised by one week prior to the August start date, and 100% of funds must be raised by January of the Internship.

Fundraising Packet

An electronic fundraising packet will be provided to you once you have accepted your Internship invitation. The fundraising packet contains the step-by-step process for fundraising, as well as additional documents that will help you with the fundraising process.

Surplus Funds

Any and all money an individual raises is designated for the Good News Internship. As such, any surplus funds raised remain in the Internship Fund. According to the IRS, authority over contributions is transferred when it is received by Good News Church; thus, no

amount may be refunded to the donor or forwarded to the intern. If an intern exceeds their fundraising target, or if the individual does not participate in the Internship for any reason (illness, family emergency, lack of timely fundraising, etc.), the funds will be utilized for Internship-related expenses and cannot be reimbursed to the intern or their donors.

During the Internship

Orientation

The first day of your internship is dedicated to orientation and meeting with your supervisor.

Intern Job Description

You and your supervisor will decide on a specific job description, based on your skills, passions, and areas of desired growth. After you have been admitted to the Internship, but before you begin, we will conduct a pre-assessment to help develop this job description. This pre-assessment allows us to see where you are in the development process, and how self-aware you are. You will also work with your supervisor to determine and complete a specific project.

Workspace

We will provide a workspace for you, and you're encouraged to use this workspace as much as deemed appropriate by you and your supervisor.

Personal Development Plans

A supervisor will set aside time at the beginning of the internship to form and discuss goals with you. This process is helpful in establishing priorities and focus for your internship. Creating personal development goals also provide measurable standards by which to evaluate your personal growth at the end of your internship.

Coaching

You will meet with your supervisor or other ministry leader on a regular basis for coaching. A coaching relationship provides you with pastoral care, ministry support, and leadership development.

Training

You will be required to read and reflect on a specific curriculum of resources. Further, you will gather regularly with other interns for teaching and training led by Good News staff members.

Staff Interaction

You will be encouraged to interact with full and part-time Good News staff members whenever appropriate. You will participate in regular staff activities and have the opportunity to experience various staff settings.

Mid-Year Check-In Meeting

You will meet with someone from the Internship Team in January. The purpose of this meeting is to discuss the highlights and challenges of your Internship to date, as well as your general well being.

Evaluation

You will be evaluated at the end of your internship by your supervisor. The evaluation will include reflecting on the internship experience and performance plan goals.

Exit Interview

At the end of your internship, you will have an exit interview with an individual from the Intern Team. This will be an opportunity to discuss your experience, and the Internship as a whole.

Appendix

Good News Church Mission

Good News Church exists to lead all people from all backgrounds to real transformation in Christ.

Good News Church Doctrinal Position

We believe the Bible is the inspired and only infallible and authoritative written Word of God.

We believe there is one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Spirit.

We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal future return to this earth in power and glory to rule a thousand years.

We believe in the blessed hope - the rapture of the Church at Christ's coming.

We believe the only means of being cleansed from sin is through repentance and faith in the precious blood of Christ.

We believe regeneration by the Holy Spirit is absolutely essential for personal salvation.

We believe in water baptism by immersion.

We believe the redemptive work of Christ on the cross provides healing of the human body in answer to believing prayer.

We believe the baptism in the Holy Spirit, according to Acts 2:4, is given to believers who ask for it.

We believe in the sanctifying power of the Holy Spirit by whose indwelling the Christian is enabled to live a holy life.

We believe in the resurrection of both the saved and the lost, the one to everlasting life and the other to everlasting damnation.



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