

MINISTRY INTERNSHIP PROGRAM

◆ *Training This Generation To Impact The Nations* ◆

MINISTRY INTERNSHIP PROGRAM

The purpose of the internship program of John George Ministries is two-fold:

a) aiding the accomplishment of the ministry vision; b) assisting you in your life's calling.

The vision of the ministry is in "Training This Generation To Impact The Nations." As an intern, you will take on this vision, and become part of the team God has created to accomplish this task.

At the same time, the internship intends to affect your life. The program is designed to build Godly character in your life as you take on the "form of a servant." We want to help you clarify God's avocation for you, and help you to take positive steps toward fulfilling this calling. The program is structured to maintain and fuel God's flame within you to go out and reach the world for Him!

STRUCTURE OF THE PROGRAM

The structure of the program was created to best fulfill the purpose as outlined above. All of the rules and guidelines seek to affect your life in specific areas. There will be some extension as the structure seeks to impact the following areas of your life.

- A. **SPIRITUAL**
 - ◆ priorities, character, relationship with God, vision, commitment, personal growth.
- B. **MINISTRY**
 - ◆ training, hands-on experience, locating your gifts.
- C. **LEADERSHIP**
 - ◆ training, responsibility, learning to serve, leadership opportunities for summer camps, missions, etc.
- D. **VOCATIONAL**
 - ◆ decision-making, job skills, time management, basic skills.
- E. **ACADEMIC**
 - ◆ knowledge of youth ministry, ability to study youth ministry materials, etc.
- F. **CHARACTER**
 - ◆ personal discipline, integrity, accountability, personal hygiene, etc.

ACCOUNTABILITY

You will be accountable to every staff member of John George Ministries and The Oasis Church. This will further enable you to gain the needed training and experience necessary to be the servant God has called you to be. You will be challenged in many areas, probably many you have never participated in before.

The “chain of command” must be strictly followed at all times. You are accountable to the following staff:

- A. **Ministry President** ♦ John George; oversight of all areas of ministry and outreach, and discipline.
- B. **Vice-President** ♦ Darlene George; directs many areas of ministry and office work.
- C. **Office Manager** ♦ controls office work output and responsibilities.
- D. **Department Heads** ♦ oversee each department within ministry.
- E. **Road Leader** ♦ while traveling with road team.
- F. **Senior Interns** ♦ leadership, enforce rules and requirements, discipleship.

PROGRAM REQUIREMENTS

To properly pursue the purpose of the intern program, interns will be expected to fulfill certain requirements. While all of these are ultimately based on the “honor system”, procedures have also been established to provide accountability and encouragement. The entire purpose of these requirements is to challenge you to GOOD WORKS.

The Intern Director is responsible to ensure that these requirements are being completed. You will also be challenged and encouraged by the other staff members.

A. ONGOING REQUIREMENTS

1. Abide by the lifestyle guidelines in your intern handbook.
2. Local church attendance and outreach opportunities.
3. Travel and road ministry as assigned. This includes local church meetings, conferences, conventions, rallies, advances, camps, etc.
4. Journal your thoughts, experiences, etc. each day you work with the ministry.
5. Small group meetings with assigned group as scheduled.

B. DAILY REQUIREMENTS

1. Regular quiet time, devotional time with the Lord.
2. Job functions as delegated to you by department head.

C. WEEKLY REQUIREMENTS

1. Assigned readings, jobs, courses, etc.
2. Weekly Bible study as scheduled.
3. Weekly staff meetings. One or more meetings per week to outline goals, etc.
4. Regular local church attendance.

D. MONTHLY REQUIREMENTS

1. Ongoing monetary support-raising. You must receive your full support for the next month by the LAST DAY of the current month. This includes a monthly newsletter to your supporters. A draft of your letter is due to the Office Manager by the first day of each month.
2. Monthly budget. You will need to develop a personal budget for use of your monthly support money. You must follow all expenses for ministry purposes, total, and submit the totals and receipts following your trip or twice each month (1st & 15th).

E. SEMESTER REQUIREMENTS

1. Write your vision. (Hab. 2:2) As you hear from the Lord, you should write the vision He gives you as He clarifies His plan for your life. Check with your department head as to the date this written explanation is due.
2. Action plan. You should have a plan of action to follow the Lord's vision for your life. How will you adapt your life to the vision of God? Outline the steps you must take in your life to accommodate this vision. Again, check with your department head as to when this comes due.
3. Strategy paper. Choose an area of ministry you believe is very needed and outline a strategy to properly minister to those needs. The paper must be typewritten and written well. Specific guidelines will be given to you by your department head.

GUIDELINES OF CONDUCT

The guidelines and rules of the JGM Internship Program are established for a distinct purpose. The basic objective of conduct guidelines is to create the proper environment in which you can grow and be challenged. As an intern, you will be responsible to follow these rules and to encourage others to do the same.

Disciplinary action is aimed at producing quality fruit in the life of the offender. Everyone makes mistakes and can and will be forgiven accordingly, but CHANGE must occur and REPENTANCE ensured to enable the person to grow properly.

“Discipline” is FOR a person, not TO a person. Scriptural discipline always yields the “peaceable fruit of righteousness” (Heb. 12:11). Godly chastening reveals the love someone has for an individual. It is a heavenly principle that helps develop character in a person’s life.

The Intern Director is responsible for administrating discipline among interns. Senior interns assist in enforcement of the corrections and disciplinary actions. The level of discipline will be equal to the level of the office. It will follow these general steps:

1. **Confrontation** - evidence revealed
2. **Warning** - determined by the office
3. **Probation** - longer term, more serious, assignments given, regular accountability meetings, etc.
4. **Adios** - intern suspended from program, sent to the house!

The above are general rules of discipline, but the offence may necessitate a different course of action as deemed necessary by the ministry staff.

CONDUCT

1. No illicit drugs, alcohol, or tobacco products.
2. No conforming to the world by entering bars, night clubs, etc.
3. No profanity.
4. No secular music in your life.
5. No fighting or discord.
6. No romantic or dating relationships with another intern or with another if the relationship would cause you to lose performance in your commitment. The Intern Director will help you establish such priorities.

7. Be punctual! Be early to all meetings, work, and travel. Tardiness will merit a warning. Phone in advance if you are going to be tardy. If you are tardy, you are holding someone else from completing their schedule as well. TEAMWORK!

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8. Curfew is 11:30 p.m. weeknights, 12:30 p.m. weekends. You should be in your room by these times when traveling, unless you have special permission otherwise.
9. Never should you have a person of the opposite sex in your room. We MUST restrict even any "appearance of evil."
10. When traveling, keep your room/dorm clean and neat.
11. You must obtain permission before leaving the facility when traveling.
12. You must follow complete directions from any superior staff member.
13. Dress code:

Office hours:

Guys: Slacks (no jeans, "Dockers" okay)
Button shirt with tie
Dress or casual shoes (no sneakers)
Jacket or sweater (optional)

Ladies Dress or skirt with top
Leg stockings/panty hose
Dress shoes (no sneakers)

Non-office hours and Fridays:

Guys & Ladies:
Casual, but neat (includes jeans)

Special occasion:

There may be occasion to have "grubby" attire for manual labor; i.e., painting, cleaning, moving, etc. Guys may want to have a set of "grubbies" available with you on a regular basis.

ATTITUDES

The Lord is much more concerned about our attitudes and outlook than our outward appearance and conduct. Our internal person, when striving to be more like Christ, will be revealed by our external success and maturity. When working within a ministry God has called you to assist, it is imperative that you maintain a positive and Christ-like attitude. "Whatsoever is honest, lovely, and of a good report; think on these things." So many people will believe a bad report and become critical in their Christian lives. You must endeavor to establish yourself in the Word and prayer each day to sustain the obstacles, large and small, you will face.

COMMITMENT

I, _____ have read and understand the rules and requirements of the JGM Internship Program of John George Ministries.

As an intern of John George Ministries, I commit to abide by these guidelines, and to do my utmost to positively represent Jesus Christ and John George Ministries.

Signature

Date

- Return this signed copy (this sheet only) to the Intern Director at time of interview.
- Make a copy and retain for your personal file.