

## INTERNSHIP APPLICATION

If you are interested in an Intern Matching Grant – of up to \$1000 per Intern....  
Complete this form and to [info@northwestdistrict.org](mailto:info@northwestdistrict.org) no later than **May 25**.

CHURCH \_\_\_\_\_

1. Intern's Name: \_\_\_\_\_
2. School Intern is attending: \_\_\_\_\_
3. Is this student in a Ministerial Program?  Yes  No  
If "NO", what program is the intern in? \_\_\_\_\_  
And – what is his/her major? \_\_\_\_\_
4. What year is the student completing?  Senior  Junior  Sophomore  Other
5. Please attach a job description, including:
  - Lines of communications & responsibility (Stating who the intern will be amenable to, report to, & be responsible for);
  - Specific responsibilities assigned to the intern;
  - General experiences the intern will be exposed to;
  - Weekly hours;
  - Housing & meal arrangements;
  - Remuneration;
  - Beginning & ending dates.
6. Will this person have direct supervision from you?  Yes  No
7. Will the intern receive at least bi-weekly feed-back, mentoring, direction from the supervisor?  
 Yes  No
8. If your details are not clear, when will they be finalized? \_\_\_\_\_

Your Signature: \_\_\_\_\_

## INTERNSHIP PROGRAM

### THE NORTHWEST DISTRICT STATEMENT OF PURPOSE:

The Northwest District of the Wesleyan Church exists for the glory of God, by promoting the Gospel of Jesus Christ, and the building of God's Kingdom in the Northwest District and the world, through:

1. Encouraging, serving and guiding the ministry of local churches;
2. Promoting a church planting movement; and
3. Leading and equipping our pastors for effective ministry.

### I. PUROSE OF THE INTERNSHIP PROGRAM

- A. Invest in the lives of potential ministry leaders by developing them for ministry through practical experience and mentoring;
- B. Provide encouragement and support staff for local churches; and
- C. Develop a pool of potential pastors for the Northwest District.
- D. Create a desire within college/seminary students to become vital participants in a church-planting staff.

### II. PARAMETERS

#### 1. Eligibility

1. Sponsoring Agency – Any local church or auxiliary of the Northwest District is eligible to apply for an intern.
2. Intern – The prospective intern should:
  - a. Be enrolled with a Wesleyan District Board of Ministerial Development;
  - b. Be a student at a Christian college or seminary (Preference will be given to students enrolled in a Wesleyan or Wesleyan approved institution.);
  - c. Have a Christian Ministries major or minor (or other connection to church ministry);
  - d. Have completed his/her sophomore year of college and/or be 20 years of age;
  - e. Serve the church at least 40 hours per week (A partial grant may be considered for part-time internship.);
  - f. Serve for a minimum of 10 weeks.

## 2. Job Description:

A job description must be submitted with the application for the matching grant which will include the following:

- Lines of communication & responsibility (stating who the intern will be amenable to, report to and be responsible for);
- Specific responsibilities assigned to the intern;
- General experiences that the intern will be exposed to;
  
- Weekly Hours;
- Housing & Meal Arrangements;
- Remuneration; and
- Beginning & Ending dates.

## 3. Supervising Pastor.....

- ... (or other full-time staff) will directly supervise the intern;
- ... will meet at least twice weekly with the intern for discipleship, mentoring, feed-back and training; and
- ... will submit a written evaluation of the intern to The Northwest District at the termination of his/her internship. (You may use the form provided by the district or one provided by the educational institution.)

## 4. Financial Arrangements:

District Support – After approval of the application, The Northwest District will provide a matching grant of \$1000.00.

Local Church Commitment – The local church will match the district support through remuneration, housing &/or meals.

## III. APPLICATION.

An Application for Internship MUST be submitted by May 25 to the Northwest District Office (402 W. Brundage Ln., Sheridan, WY 82801 or [info@northwestdistrict.org](mailto:info@northwestdistrict.org)).

ANY EXCEPTIONS to the above parameters MUST be specifically approved by the DBA.