

PEACE FELLOWSHIP MINISTRY INTERNSHIP APPLICATION

July 30-August 10, 2018

Thank you for your interest in a summer internship at Peace Fellowship Church! Please follow the below checklist to ensure that you have completed every step necessary to apply to Peace Fellowship.

CHECKLIST FOR APPLICANTS

- Read the entire Summer Internship Application packet
- Complete required pages and your essay. Drop off your completed application and essay in the church office or email it in **no later than May 18, 2018.** Applications may be submitted by email to brian@peacefellowshipchurch.org.

Turn in this application to Peace by Friday, May 18, 2018.

BASIC INFORMATION

This is a servant leadership opportunity with Peace Fellowship Church. Those who have an interest in mentoring younger children and serving the Deanwood community are welcome to apply.

The Internship is both a job and a spiritual formation program. Interns will spend one week engaged in Bible study, community service, and other formation activities and the second week will run a day camp for neighborhood children.

ELIGIBLE APPLICANTS

Youth ages 16-24 are encouraged to apply, with special consideration given to youth from Deanwood and neighborhoods East of the River.

WORK OPTIONS

Interns will be reviewed based on their applications, essays, and interviews. Through the information obtained, Peace Fellowship will choose interns to work in specific areas and compensation by one of the following methods:

- **Stipend:** Intern will be paid at the end of the 2 weeks.
- **Community Service:** Intern can opt instead to earn community service hours that can be used for high school requirements.

Interns are eligible for a stipend OR Community Service hours, not both.



IMPORTANT NOTES

- Submitting an application does not guarantee a placement with Peace Fellowship Church.
- The ministry internship is an opportunity with a specific religious focus. Participants are expected to engage in Bible Study and discussion.
- Applications submitted by the deadline will be considered before any late applications.
- Applications submitted without the essay will not be considered.
- Peace's summer internship runs from **July 30-August 10, 2018**. Though the first week does overlap with the DC Summer Youth Employment Program, our meetings will be scheduled outside of normal work hours. Interns should be able to do to both.
- During week 1, Ministry Interns will need to be at Peace Fellowship every evening starting at 5 PM. During Week 2, Ministry interns will need to report for camp at 8:00 AM and will leave at 4:00 PM.
- All interns must attend orientation on **Sunday, July 29th at 6:00 PM**. This date is mandatory—interns should schedule around this date.
- Completing all necessary documentation and meeting deadlines are the responsibility of the applicant.

INTERSHIP DESCRIPTIONS

JOB RESPONSIBILITIES

- Assist in teaching and running day camp: 8 AM-4 PM.
- Assist with serving snack and meals to children
- Help lead morning and afternoon warm ups and skits
- Accompany students to the pool/field trip. Interns must get in the water with campers.
- Fill out time sheet every day.

SPIRITUAL FORMATION

- Participate in discussions and Bible Studies
- Participate in community service activities
- Meet with a Peace Fellowship Mentor

There are 4 classes interns can be hired to help plan and run during the camp:

ARTS/CRAFTS, SPORTS, READING/ENRICHMENT, BIBLE STUDY. However, all interns may be asked to help out with all of the different activities.

Ministry Intern Parent/Guardian Agreement

Please complete if the applicant is under the age of 18.

I, the undersigned parent or guardian of,

_____ ,
(Please print the full name of the teen applicant)

agree to each statement of the Ministry Intern Parent/ Guardian Agreement in its entirety as it pertains to my student(s)' internship while employed at Peace Fellowship (1027 45th St NE, Washington DC, 20019). I agree to initial and sign below to acknowledge that I have read, understand and agree to the following statements. If I have questions regarding any of these statements, I must contact a Peace staff member immediately. If I fail to complete this section of the application form, the application may be held until the issue is resolved.

(Initial)

____Peace's summer ministry program is designed to prepare youth for employment by replicating basic workplace policies and procedures. As such, interns are expected to behave in a manner that reflects a work relationship with Peace's staff.

____ Interns are required to attend **both** weeks of the internship program and are expected to attend every day for the full time required. Tardiness and absences will result in a loss of stipend.

____Peace Fellowship's ministry intern program is a work opportunity with specific religious intention. Participants will be expected to participate in religious activities (including Bible Studies) and discuss matters of faith.

Parent or Guardian Signature _____ Date: _____



MINISTRY INTERNSHIP APPLICATION

THIS APPLICATION IS TO BE FILLED OUT BY APPLICANT ONLY!

PERSONAL INFORMATION

Name: _____ Date: _____

Birth date: _____ E-mail: _____

Address: _____
Street Number & Name City State Zip

Phone: (Home) _____ (Cell) _____

School Name: _____

Grade (from school year 2017/2018): _____

Are you able to attend all 10 days of the internship and the orientation dates? _____
If no, please list the obligations and how it would affect your internship

WORK CHOICES

Please place a (1) by your 1st, and a (2) by your 2nd choice of positions to work.

_____ **Arts/Crafts**

_____ **Sports**

_____ **Bible Lesson**

_____ **Literacy/Enrichment**

Please briefly explain why you would be a good candidate for your #1 area of choice:

MINISTRY INTERNSHIP APPLICATION

JOB EXPERIENCE

List previous work/volunteer/school experience: (most recent first) You may list a teacher or other similar supervisor.

Employer: _____ Employer Phone #: _____

Employer Address: _____

Job Title: _____ Dates Employed _____ to _____ Briefly describe your job duties:

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Job Title: _____ Dates Employed _____ to _____ Briefly describe your job duties:

SKILLS AND ABILITIES

Please check areas where you have strong abilities/previous experience.

___ Microsoft Word

___ Filing

___ Answering Phones

___ Microsoft Excel

___ Making Phone Calls

___ Working with Children

___ Microsoft Publisher

___ Organizing

___ Multitasking

___ Adobe Photoshop

___ Drawing/Painting/Sculpture

___ Public Speaking

___ Website Design

___ Speak Another Language _____

Are there any other skills or experience that you have which would help you serve in this capacity?

MINISTRY INTERNSHIP APPLICATION

REFERENCES

Please list references other than family members that can speak about your work, school, volunteer or other experiences. Only one reference per workplace. A Peace Fellowship Church member can serve as a reference.

1. Name _____ Phone # _____

Email: _____

Briefly describe how you know this person and for how long.

2. Name _____ Phone # _____

Email: _____

Briefly describe how you know this person and for how long.

EMERGENCY INFORMATION

Please list at least one other person to call in case of an emergency.

FIRST NAME _____ LAST NAME _____ RELATIONSHIP _____

HOME PHONE _____ WORK PHONE _____ CELL PHONE _____

ADDRESS, IF DIFFERENT THAN YOURS _____



MINISTRY INTERNSHIP APPLICATION

ESSAY QUESTIONS

The essay is required for all applicants. Please answer Question 1 AND one other question of your choice. This can be brief—a few sentences for each question will do. Email Brian if you have questions.

Question #1 (REQUIRED): Please briefly describe your faith journey. How do you see God at work in your life? How do you feel God leading you? What do you think is meant by the phrase, “kingdom of God?”

Question #2: Why are you interested in this program? What do you hope to learn or contribute during these two weeks?

Question #3: What does it mean to be a good mentor? Describe someone in your life who has mentored you or someone you have been a mentor to. Is it important to have good mentors?

Question #4: As part of your internship, you will be invited to explore “servant leadership.” What do you think it means to be a servant leader? How is that different from a typical leader?

Question #5: (Returning Interns Only): How have you grown in the last year? What do you look forward to about Kingdom Camp this year?

New applicants must answer Question #1 and one other question of their choice. Returning interns should answer #1 and # 5.