

ADSOM

**INTERNSHIP
PROPOSAL**

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ADSOM

APPALACHIAN DISTRICT SCHOOL OF MINISTRY

AMN Presbytery,

We are excited to announce that we are in the process of revamping the internship program at the Appalachian District School of Ministry (ADSOM). Our commitment to providing exceptional training and support for our students has led us to explore new opportunities to enhance their internship experience.

First, we want to express our sincere gratitude to those who developed and led the current internship course. Their dedication and hard work have laid a strong foundation for our students, equipping them with valuable skills and insights for their ministry journey. We deeply appreciate all that they have contributed to our program.

To ensure our students receive the best preparation for their ministry calling, we reached out to other district schools of ministry to learn about their internship programs. Through these discussions, we learned about the comprehensive internship course offered by Global University, which several schools have found highly effective in equipping students for ministry.

With this in mind, we are considering a collaboration with Global University. By integrating their internship course into our program, we aim to provide a more structured and thorough internship experience. This collaboration will allow our students to complete their internships through Global University, ensuring they receive consistent, high-quality training that focuses on practical ministry skills as well as spiritual growth and leadership development.

Our goal is to offer an internship program that provides robust preparation, clear guidance, and meaningful experiences. We believe that this new approach will significantly enhance the quality of education and support we offer, ultimately empowering our students to thrive in their future ministries. We are enthusiastic about the potential of this collaboration and the positive impact it will have on our students' journey.

Respectively Submitted,



Joshua Crouse
ADSOM Director

Developing Competency-Based Ministerial Internship Courses

Introduction:

Our new ministerial internship courses aim to provide a competency-based approach rather than being solely theoretical. We sought to answer the question: "What should an Assemblies of God minister be able to do by the time of ordination?" To ensure the comprehensiveness and relevance of our courses, we engaged in a collaborative development process involving various stakeholders.

Stakeholder Engagement:

Five focus groups were conducted to gather insights from a diverse range of perspectives within the Assemblies of God fellowship. These focus groups included:

New Pastors: Four individuals with less than two years of experience.

Experienced Pastors: Five pastors each with 10 to 20 years of experience.

Retired Pastors: Three retired pastors.

District/Network Representatives: Four representatives.

Professors: Four faculty members from different Assemblies of God colleges.

A total of 20 participants representing 15 different districts/networks and four AG schools contributed to the identification of competencies essential for ordained AG ministers.

Competency Identification:

Through the collaborative effort of the focus groups, 39 competencies were identified as crucial for ordained AG ministers. These competencies cover a spectrum of skills and knowledge necessary for effective ministry within the Assemblies of God community.

Course Development:

Each of the identified competencies is addressed within the internship courses, categorized into beginning, intermediate, or advanced levels. The advanced internship course goes beyond skill acquisition to promote lifelong learning by incorporating an assignment to develop a continuing education plan.

Comprehensive Approach:

Our internship courses are designed to be comprehensive, reflecting the breadth of insights gathered from the focus groups. While students have the flexibility to skip assignments based on prior experience (with supervisor approval), a competency checklist ensures that they acquire a well-rounded ministry training and experience without any gaps.

Conclusion:

In conclusion, our competency-based ministerial internship courses have been developed through a collaborative process involving diverse stakeholders within the Assemblies of God community. By addressing essential competencies at various levels and promoting lifelong learning, these courses are poised to equip future AG ministers with the necessary skills and knowledge for effective ministry.

Beginning Ministerial Internship

- I. Unit 1: Administrative Competencies:** *At the conclusion of this first internship course the student will be able to demonstrate an advanced ability to manage and administrate the functions of a church.*
- A. Student is able to effectively run a meeting.
 - 1. Attend a board meeting
 - B. Student demonstrates proper planning technique.
 - 1. Develop a one month preaching plan. Include series title, main scripture, for sermon titles, and for sermon scriptures.
 - C. Student shows ability to coordinate various ministry teams in the church.
 - 1. Find out how your church handles shared equipment such as church vans, audio/video equipment, rooms, etc.
 - D. Student is able to prepare a budget.
 - 1. Discuss with your supervising minister how he or she constructs an annual church budget.
 - E. Student has the ability to effectively manage volunteers.
 - 1. Ask three volunteers why they volunteer at the church. Discuss their answers with your supervising minister.
 - F. Student is able to properly handle church records including background check.
 - 1. Know the process and have a resource for conducting background checks.
 - G. Student is able to construct a benevolence system for the church.
 - 1. Discuss with your supervising minister how he or she handles benevolence for church members and non-members.
- II. Unit 2: Sacerdotal Duties Competencies:** *At the conclusion of this first internship course the student will be able to demonstrate an advanced ability to perform the sacerdotal duties of a minister.*
- A. Student is able to deliver an effective sermon.
 - 1. Preach a sermon directed at unsaved people. This could be an original message or one based on a sermon source.
 - B. Student is able to conduct a communion service.
 - 1. Prepare and distribute the sacraments at a communion service.
 - C. Student demonstrates the ability to minister in and organize a funeral service.
 - 1. Write a generic funeral sermon outline for a believer who is a member of your church.

Beginning Ministerial Internship

- D. Student demonstrates the ability to minister in and organize a wedding ceremony.
 - 1. Make out a wedding ceremony plan that you could refer to if asked to conduct a wedding.
- E. Student shows effective ministry skills when visiting with people outside of a church setting.
 - 1. Conduct a pastoral visit to an unbeliever or a first time guest of your church.
- F. Student is able to conduct a water baptism service.
 - 1. Attend a baptism service.
- G. Student is able to conduct a child dedication service.
 - 1. Attend a child dedication service.
- H. Student demonstrated the ability to pray publicly.
 - 1. Pray in front of a group of people.
- I. Student is able to organize and present a Bible study in a teaching environment.
 - 1. Conduct a Bible study utilizing Sunday school, small group, Bible Engagement, or some other Bible study curriculum.
- J. Student demonstrates ability to elicit a response to a sermon and to pray with respondents at the altar.
 - 1. Explain to your supervising minister the role that altar calls should play in your ministry.
- K. Student demonstrates ability to pray for people to receive the Baptism in the Holy Spirit.
 - 1. Share your testimony about how you received the baptism in the Holy Spirit.

III. Unit 3: Intra-church Relationship Competencies: *At the conclusion of this first internship course the student will be able to demonstrate an advanced ability to develop proper intra-church relationships.*

- A. Student shows ability to initiate and develop relationships within the church.
 - 1. Discuss with your supervising minister the importance of building relationships with people in the church and with fellow ministers.
- B. Student has demonstrated knowledge regarding conflict resolution.
 - 1. Discuss with your supervising minister a time that you had to deal with conflict at church.
- C. Student has demonstrated the ability to effectively lead church staff.
 - 1. Attend a staff meeting at your church.

Beginning Ministerial Internship

- D. Student is able to recruit leaders for church ministries.
 - 1. Discuss with your supervising minister what to look for when recruiting possible leaders at church.
- E. Student is able to develop proper leadership skills among church staff.
 - 1. Discuss with your supervising minister what your church can offer for developing its leaders.
- F. Student has shown ability to form and develop effective teams in the church.
 - 1. Volunteer to help at a team event at church. This could be a breakfast, clean up crew, children's ministry, etc.
- G. Student is able to identify and explain the values of the church.
 - 1. Identify the values of your church.

IV. Unit 4: Extra-church Relationship Competencies: *At the conclusion of this first internship course the student will be able to demonstrate an advanced ability to develop proper extra-church relationships.*

- A. The student can adequately research a community.
 - 1. Find resources about your community's history. This could be a book, news article, or first hand account from a long time resident.
- B. The student is able to connect with AG activities.
 - 1. Attend an AG event with your supervisor.
- C. The student has successfully connected with another church in the community.
 - 1. Identify three other Christian churches in your community. Find out information about them through their website, Facebook, etc. Send them a message of encouragement. (email, phone, call, card, etc.)
- D. The student has participated in community events.
 - 1. Identify upcoming community events that would be proper for a believer to be involved in. You can find these events by searching for community calendars at city hall, chamber of commerce, local newspaper, etc.

V. Unit 5: Personal Development Competencies: *At the conclusion of this first internship course the student will be able to demonstrate advanced personal disciplines.*

- A. The student can articulate a personal call to ministry.
 - 1. Write down what leads you to believe that you are called to ministry.
- B. The student demonstrates willingness to serve by doing menial tasks absent of recognition.

Beginning Ministerial Internship

1. Find an impromptu task in which you can help. Pick up trash in sanctuary after service, check bathrooms for cleanliness, stack chairs, take nursery trash out, etc.
- C. The student is able to identify and demonstrate proper leadership skills.
 1. Discuss with your supervising minister a time when you demonstrated good leadership skills.
- D. The student can develop strategies for identifying and using spiritual gifts.
 1. Take a spiritual gifts inventory test.
- E. The student demonstrates a proper personal prayer life.
 1. Discuss your personal prayer time with your supervising minister.
- F. The student demonstrates proper time management techniques.
 1. Complete time management worksheet.
- G. The student shows ability to properly balance ministry and personal/family obligations.
 1. Discuss with you supervising minister how you balance your ministry obligations with your personal/family obligations.
- H. The student has implemented personal accountability measures.
 1. Discuss with our supervising minister the importance of having an encourager and someone who can hold you accountable.
- I. The student shows proper care and provision for his/her marriage and family.
 1. Plans a marriage enrichment time or a family vacation.
- J. The student demonstrates proper self-care.
 1. In discussion with your supervising minister evaluate you current spiritual, emotional, and physical well being.

Intermediate Ministerial Internship

I. Unit 1: Administrative Competencies: *At the conclusion of this second internship course the student will be able to demonstrate an advanced ability to manage and administrate the functions of a church.*

- A. Student is able to effectively run a meeting.
 - 1. Make a presentation at a board meeting.
- B. Student demonstrates proper planning technique.
 - 1. Develop a one moth schedule for Sunday morning church volunteers. Include greeters, ushers, parking attendants, clean up, children church workers, and any other volunteer staff that normally contributes to the service.
- C. Student shows ability to coordinate various ministry teams in the church.
 - 1. Talk to ministry team leaders and ask them for ideas as to how there could be better coordination among the different ministry groups.
- D. Student is able to prepare a budget.
 - 1. Review the previous year's church budget. Discuss the budget's accuracy with your supervising minister or another leaders approved by the supervisor.
- E. Student has the ability to effectively manage volunteers.
 - 1. Ask three church volunteers what they think could make their volunteering experience more fulfilling. Discuss their answers with your supervising minister.
- F. Student is able to properly handle church records including background check.
 - 1. Contact your district secretary/treasurer and ask what assistance they provide ministers or churches in the area of budgeting and record keeping.
- G. Student is able to construct a benevolence system for the church.
 - 1. Identify the key benevolence organizations in your community. What are their policies for assisting needy people?

II. Unit 2: Sacerdotal Duties Competencies: *At the conclusion of this second internship course the student will be able to demonstrate an advanced ability to perform the sacerdotal duties of a minister.*

- A. Student is able to deliver an effective sermon.
 - 1. Preach a sermon directed at new believers. This could be an original message or one based on a sermon source.
- B. Student is able to conduct a communion service.
 - 1. Lead a communion service.

Intermediate Ministerial Internship

- C. Student demonstrates the ability to minister in and organize a funeral service.
 - 1. Have a meeting with a funeral director in your community. Ask him/her about prices, services offered, the burial process, etc.
- D. Student demonstrates the ability to minister in and organize a wedding ceremony.
 - 1. Make out a wedding ceremony plan that you could refer to if asked to conduct a wedding. Include the use of symbolic items such as unity candle, mixing of the sand, communion, etc.
- E. Student shows effective ministry skills when visiting with people outside of a church setting.
 - 1. Visit a family in need (sickness, death, etc.) at their home.
- F. Student is able to conduct a water baptism service.
 - 1. Explain to a group of believers the significance of baptism.
- G. Student is able to conduct a child dedication service.
 - 1. Explain to a group of believers the significance of a child dedication ceremony.
- H. Student demonstrated the ability to pray publicly.
 - 1. Pray publicly for an individual prayer request.
- I. Student is able to organize and present a Bible study in a teaching environment.
 - 1. Conduct a Bible study based on materials and topics that you personally gathered.
- J. Student demonstrates ability to elicit a response to a sermon and to pray with respondents at the altar.
 - 1. Pray for people, either individually or collectively, during an altar service.
- K. Student demonstrates ability to pray for people to receive the Baptism in the Holy Spirit.
 - 1. Share a sermon or teaching about the baptism in the Holy Spirit.

III. Unit 3: Intra-church Relationship Competencies: *At the conclusion of this second internship course the student will be able to demonstrate an advanced ability to develop proper intra-church relationships.*

- A. Student shows ability to initiate and develop relationships within the church.
 - 1. Have a “get to know you” meeting with someone at the church that you do not know very well. This could be a lunch, coffee, golf outing, etc.
- B. Student has demonstrated knowledge regarding conflict resolution.

Intermediate Ministerial Internship

1. Watch video presentation on resolving conflicts in the church. Discuss with supervising minister.
- C. Student has demonstrated the ability to effectively lead church staff.
1. Volunteer to assist a staff member/volunteer in a ministry that you are not usually involved in.
- D. Student is able to recruit leaders for church ministries.
1. Identify someone in the congregation that you think would make a good leader. Discuss their qualifications with your supervising minister.
- E. Student is able to develop proper leadership skills among church staff.
1. Discuss with your supervising minister one of your ideas for offering leadership development trainings in the church, implement the idea if possible.
- F. Student has shown ability to form and develop effective teams in the church.
1. Lead an activity at church which requires a team. This could be a special event, a communion service, etc.
- G. Student is able to identify and explain the values of the church.
1. Explain the values of your church.

IV. Unit 4: Extra-church Relationship Competencies: *At the conclusion of this third internship course the student will be able to demonstrate an advanced ability to develop proper extra-church relationships.*

- A. The student can adequately research a community.
1. Identify the stake holders in your community.
- B. The student is able to connect with AG activities.
1. Attend an AG event in support of missionaries.
- C. The student has successfully connected with another church in the community.
1. Meet with a minister from another church in your community. Find out as much as you can about their church.
- D. The student has participated in community events.
1. Attend a community event that is not associated with a specific church.

V. Unit 5: Personal Development Competencies: *At the conclusion of this third internship course the student will be able to demonstrate advanced personal disciplines.*

- A. The student can articulate a personal call to ministry.

Intermediate Ministerial Internship

1. Explain to a group what you believe to be your ministry calling and where God wants to take you.
- B. The student demonstrates willingness to serve by doing menial tasks absent of recognition.
 1. Find an impromptu task in which you can help. Pick up trash in the sanctuary after service, check bathrooms for cleanliness, stack chairs, take nursery trash out, etc.
- C. The student is able to identify and demonstrate proper leadership skills.
 1. Discuss with your supervising minister what you think are your strengths and weaknesses in the area of leadership.
- D. The student can develop strategies for identifying and using spiritual gifts.
 1. Lead a group of believers in taking a spiritual gifts inventory test.
- E. The student demonstrates a proper personal prayer life.
 1. Make a personal prayer time plan. Include daily prayer times as well as annual extended prayer and fasting times.
- F. The student demonstrates proper time management techniques.
 1. Complete time management worksheet. Compare it to previous time management worksheet.
- G. The student shows ability to properly balance ministry and personal/family obligations.
 1. Discuss with your supervising minister how you balance your ministry obligations with your personal/family obligations.
- H. The student has implemented personal accountability measures.
 1. Identify who in your life (beside a spouse) you can go to for encouragement or for accountability.
- I. The student shows proper care and provision for his/her marriage and family.
 1. Plan a marriage enrichment time or family vacation.
- J. The student demonstrates proper self-care.
 1. Discuss with your supervising minister your long term goals for spiritual, emotional, and physical well being.

Advanced Ministerial Internship

- I. **Unit 1: Administrative Competencies:** *At the conclusion of this third internship course the student will be able to demonstrate an advanced ability to manage and administrate the functions of a church.*
 - A. Student is able to effectively run a meeting.
 1. Lead a board meeting.
 - B. Student demonstrates proper planning technique.
 1. In consultation with your supervising minister, develop an annual plan for supporting missionaries, include missionary visits, missions banquet, missions trip, etc. Implement as possible.
 - C. Student shows ability to coordinate various ministry teams in the church.
 1. Discuss with your supervising minister ideas for better ministry team coordination.
 - D. Student is able to prepare a budget.
 1. As much as possible, fill out the Church Budget Planning Worksheet, or other template approved by your supervising minister, for your church.
 - E. Student has the ability to effectively manage volunteers.
 1. Plan a church volunteer recognition event. Discuss your plan with your supervising minister. Implement if possible.
 - F. Student is able to properly handle church records including background check.
 1. Under your supervising minister's oversight categorize, file, retrieve, properly dispose church records.
 - G. Student is able to construct a benevolence system for the church.
 1. Write a proposed church policy for benevolence ministry.
- II. **Unit 2: Sacerdotal Duties Competencies:** *At the conclusion of this third internship course the student will be able to demonstrate an advanced ability to perform the sacerdotal duties of a minister.*
 - A. Student is able to deliver an effective sermon.
 1. Preach a sermon directed towards mature believers. If you have not preached using a sermon source, use one for this assignment.
 - B. Student is able to conduct a communion service.
 1. Teach a lesson explaining why we take communion.
 - C. Student demonstrates the ability to minister in and organize a funeral service.
 1. Write a generic funeral sermon outline for an unbeliever whom you have never met. If possible conduct or assist in a funeral.

Advanced Ministerial Internship

- D. Student demonstrates the ability to minister in and organize a wedding ceremony.
 - 1. Conduct or assist in a wedding ceremony. Your participation should include premarital counseling, planning the ceremony, and attendance at the wedding.
- E. Student shows effective ministry skills when visiting with people outside of a church setting.
 - 1. Visit a family in need (sickness, death, etc.) at a hospital, funeral home, or other neutral place.
- F. Student is able to conduct a water baptism service.
 - 1. Conduct or assist in a baptism service.
- G. Student is able to conduct a child dedication service.
 - 1. Conduct or assist in a child dedication ceremony.
- H. Student demonstrated the ability to pray publicly.
 - 1. Lead a group of people in a communal prayer.
- I. Student is able to organize and present a Bible study in a teaching environment.
 - 1. Conduct a Bible study based on a topic assigned by your supervising minister.
- J. Student demonstrates ability to elicit a response to a sermon and to pray with respondents at the altar.
 - 1. At the conclusion of a sermon or study call people to the altar for prayer.
- K. Student demonstrates ability to pray for people to receive the Baptism in the Holy Spirit.
 - 1. Lead an altar call for the baptism in the Holy Spirit.

III. **Unit 3: Intra-church Relationship Competencies:** *At the conclusion of this third internship course the student will be able to demonstrate an advanced ability to develop proper intra-church relationships.*

- A. Student shows ability to initiate and develop relationships within the church.
 - 1. Have a “get to know you” meeting with someone who is new to the church that you do not know very well. This could be a lunch, coffee, golf outing, etc.
- B. Student has demonstrated knowledge regarding conflict resolution.
 - 1. Read a case study on a church conflict and its resolution. Discuss this with your supervising minister.
- C. Student has demonstrated the ability to effectively lead church staff.

Advanced Ministerial Internship

1. Ask a staff member to assist you with a task that he or she is not usually involved with.
- D. Student is able to recruit leaders for church ministries.
1. Discuss with your supervising minister someone in the congregation that you think would make a good leader. If appropriate approach the person about taking a leadership role in the church.
- E. Student is able to develop proper leadership skills among church staff.
1. Teach on the topic of leadership development.
- F. Student has shown ability to form and develop effective teams in the church.
1. Lead an activity at church which requires a team. This could be a special event, a communion service, etc. As you are able, recruit and utilize people who are not typically involved in that particular task.
- G. Student is able to identify and explain the values of the church.
1. Teach the values of your church to a group.
- IV. **Unit 4: Extra-church Relationship Competencies:** *At the conclusion of this third internship course the student will be able to demonstrate an advanced ability to develop proper extra-church relationships.*
- A. The student can adequately research a community.
1. Make a connection with at least one major stake holder in your community.
- B. The student is able to connect with AG activities.
1. Invite someone to go with you to an AG event.
- C. The student has successfully connected with another church in the community.
1. Attend a service or activity at a church in your community other than your own.
- D. The student has participated in community events.
1. Volunteer to assist with a community event that is not associated with a church.
- V. **Unit 5: Personal Development Competencies:** *At the conclusion of this third internship course the student will be able to demonstrate advanced personal disciplines.*
- A. The student can articulate a personal call to ministry.
1. Explain to a group what you believe to be your ministry calling and where God wants to take you.

Advanced Ministerial Internship

- B. The student demonstrates willingness to serve by doing menial tasks absent of recognition.
 - 1. Find an impromptu task in which you can help. Pick up trash in sanctuary after service, check bathrooms for cleanliness, stack chairs, take nursery trash out, etc.
 - C. The student is able to identify and demonstrate proper leadership skills.
 - 1. Make a plan for developing your leadership skills.
 - D. The student can develop strategies for identifying and using spiritual gifts.
 - 1. Discuss with your supervising minister what spiritual gifting you think are strongly represented in your church and which areas the church is weak in.
 - E. The student demonstrates a proper personal prayer life.
 - 1. Discuss your personal prayer time with your supervising minister.
 - F. The student demonstrates proper time management techniques.
 - 1. Complete time management worksheet. Compare it to previous time management worksheet.
 - G. The student shows ability to properly balance ministry and personal/family obligations.
 - 1. Discuss with your supervising minister how you think you balance your ministry obligations with your personal/family obligations. Discuss this with your spouse or other family member if not married.
 - H. The student has implemented personal accountability measures.
 - 1. Discuss with your supervising minister a time when you went to an encourager or accountability partner for assistance. You do not need to give details of the experience, just how you approached him or her and how you think it helped you.
 - I. The student shows proper care and provision for his/her marriage and family.
 - 1. Plan a marriage enrichment time or a family vacation.
 - J. The student demonstrates proper self-care.
 - 1. Include self-care objectives in your continual ministry development plan.
- VI. **Ministry Development Plan (Advanced Internship):** *Along with your supervising minister write out a five year (or longer) personal Ministry Development Plan. Include how you plan on continually developing as a disciple and a minister.*
- A. The student has prepared a Ministry Development Plan for development of hers/his strengths.
 - 1. In your Ministry Development Plan identify how you will grow your strengths.

Advanced Ministerial Internship

- B. The student has prepared a Minister Plan for overcoming hers/his weaknesses.
 - 1. In your Ministry Development Plan identify how you will overcome weaknesses.

Key Points to Know:

1. **Discount and Course Fees:**

Global University offers a 20% discount to ADSOM students for the internship course and any other courses taken outside of ADSOM. The internship course costs \$95 (\$76 with discount), with a one-time \$30 new student enrollment fee, which is currently waived through the end of the year.

ADSOM's current internship costs are \$150 for the Certified Level, \$125 for the Licensed Level, and \$100 for the Ordained Level.

2. **Administrative Access:**

Global University is beta testing “Administrative Access” that allows group or school leadership (e.g., Network, School of Ministry, church) to monitor student progress in the course.

3. **Enrollment and Registration:**

Enrollment, registration, and course completion will be managed directly by Global University. They will provide a dedicated landing page for ADSOM students to enroll and register for internship courses.

4. **Course Structure and Timing:**

The Global University internship course can run concurrently with other courses, allowing students to start early in their program. Due to 39 competencies, each with associated assignments, the internship may take longer than the current 3-month timeframe to complete.

5. **Policy Changes Requiring Action:**

If the proposal is approved, some current policies will need presbytery action, those policies include:

1. The preliminary interview must be completed before starting the internship.
2. At least eight required courses must be completed before starting the internship.

6. **Implementation Timeline:**

The proposed changes are set to launch in January 2025. Students already enrolled in the internship before this date can complete the current course. All new enrollments after December 31, 2024, will be with Global University.

7. **Evaluation Process:**

The new system will be evaluated at 6 months and 1 year after implementation. Both students who complete the internship course and supervising ministers will be asked to complete a course evaluation, which will need to be developed.

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