

Student Ministry
1 Year Minister Plan



Student Ministry **1 Year Minister Plan**

Spotswood Baptist Church Student Ministry Information and Application

Please check choices below

Area of Interest:

- Middle School Ministry
- High School Ministry
- Collegiate Ministry
- Girls Ministry

If one area is full, are you willing to serve in another?

- Yes
- No

Student Ministry

1 Year Minister Plan

General Information

Purpose

To help raise the next generation of ministry leaders and place them in significant ministry positions.

1 Timothy 4:12

Qualifications

1. Call to full-time student ministry
 2. Commitment to future local church ministry
 3. Agreement to a 1 year commitment
-
4. College degree or career training preferred

Training in 4 Areas

Education

1. Monthly reading and discussion of books on personal growth, leadership and student ministry.
2. Attend training conferences when applicable

Mentoring

1. Monthly/bi-monthly one-on-one mentoring with ministry staff
2. Monthly meetings with a different department each month

Experience

1. Responsibility for specific areas of ministry including but not limited to:
 - A. Small group ministry
 - B. Campus ministry
 - C. Event planning and leadership
 - D. Outreach ministry
2. Big group teaching on Wednesday

Future Ministry Planning

1. Create a plan to train volunteer leaders
2. Create a long range strategic scope & sequence
3. Develop a philosophy of ministry
4. Develop and implement one-on-one disciple process
5. Think strategically about missional/attractational evangelistic strategies
6. Resume/Interview prep

Student Ministry

1 Year Minister Plan

Application Process

Application Due:

If you are applying for the Ministry Internship starting in January

- We must receive your application no later than November 15th
- Interns applying for January start will be notified by December 15th of their acceptance

If you are applying for the Ministry Internship starting in June

- We must receive your application no later March 1st
- Interns applying for June start will be notified by April 15th of their acceptance

Program Dates:

June start date: June 1 - May 31

January start date: January 2 - December 22

Application Steps:

- Step #1 Request an application by contacting the Student Ministry office at 540.898.0757 or email msm@spotswood.org or hsm@spotswood.org
- Step #2 Return you application and resume to the Student Ministry office. Your resume needs to include two personal and two professional/ ministry references. Also return a completed background check form, doctrinal statement form and life-style statement form. We recommend applying 6 months prior to your intended start date. (Start dates are June and January)
- Step #3 Certain candidates will be asked to schedule and conduct a phone interview with one or several of the student ministry staff.
- Step #4 Post phone interview, selected candidates will be asked to schedule and conduct a face to face interview with the student ministry staff.
- Step #4 Post face to face interview, references will be contacted and candidates will be notified if they are selected as the year-round intern.
- Step #5 Candidates will be given a set time to accept or decline internship program.
- Step #6 Upon acceptance of the year-round internship program, all necessary hiring forms should be completed and returned to our offices no later than two weeks after acceptance.

Student Ministry

1 Year Minister Plan

Sample Week

Sunday

8:30-8:55 am Small Group set up
8:55-11:30 am Provide leadership in small group experience (huddle, shadow directors, teach, announcements, etc.)
11:30-12:30 am Worship
5:00-8:00pm Provide leadership in SEAL Training, The Story (Fall only)

Monday

9:00-10:00 am State of the ministry meeting (with assigned pastor)
10:00-11:00 am Mentoring (MS/HS/College pastor)
11:00-1:30 pm Office responsibilities
1:30-2:30 pm Staff Meeting
2:30-4:30 pm Personal reading

Tuesday

9:00-10:40 am Office responsibilities
10:40-1:30 pm Contacting students and/or School lunches
1:30-4:30 pm Wednesday night prep/event planning

Wednesday

8:30-10 am Staff prayer time
10:00-noon Office responsibilities (Ed. meeting - monthly)
noon-4:30 pm Office responsibilities/Wednesday night prep
5:45-6:30 pm Building relationships with students & leaders
6:30-8:00 pm Wednesday Night program
8:00-9:00 pm Hang out & lock up

Thursday

9:00-10:40 am Office responsibilities
10:40-1:30 pm Prepare for Sunday small groups and/or School lunches
1:30-2:30 pm Contacting & follow-up with students (monthly meeting w/ department staff)
2:30-4:30 pm Prepare for Sunday small groups

Friday

OFF No office responsibilities, unless the ministry/event requires

Student Ministry

1 Year Minister Plan

Financial Information

Salary/Stipend

Salary/Stipend for interns is \$650 per month

Costs and Expenses

If there are additional financial needs beyond the \$650 per month salary, interns may be allowed to work one day per week.

Fundraising

If you believe your financial situation requires additional income, we recommend that you fundraise the additional amount needed. Our office can help guide you through that process if you so choose.

Ministry Expenses

There will be a budget for ministry that can be used towards expenses such as meals with students/leaders, mileage, and travel/event expenses.

Insurance

All interns are required to maintain health insurance during the entirety of their residency. Insurance is not provided by Spotswood Baptist Church. We must have proof of health insurance before your internship can begin.

Housing

Housing is provided for interns. We work with families and volunteers in our ministry to accommodate each intern. Housing will be a apartment or room. If you are married, we do not provide housing for you and your spouse and you must provide and pay for your own housing. We can assist you in finding an apartment or rental house. Current rents in our area for a two bedroom apartment range from \$1,000-1,500 per month. For singles, if your financial situation provides and you would rather rent an apartment, interns may choose to join with another intern(s) to rent. You would be responsible to pay for your own rent.

Student Ministry

1 Year Minister Plan

Application Checklist

This checklist should help clarify the process and ensure you have completed all steps.

- Request/download and complete Intern application and other forms and either email to msn@spotswood.org or hsm@spotswood.org or mail to:

Spotswood Baptist Church
Attn: Student Ministry Office
4009 Lafayette Blvd
Fredericksburg, VA 22408

**** Make a copy of the completed application for your own records before submitting it our offices ****

- Mail/email a blank reference form to each of the individuals identified in the application. Also, give them an envelope with address above so they can return the reference forms directly to our office.
- After we receive you application and reference forms, the student ministry office will contact you to set-up a phone interview with one of the student pastors.
- If the staff desires to move forward after the initial interview, you will be notified that we are moving forward in the process with you as a candidate.
- If you have been accepted into the program after these steps, you will receive a phone call with an official acceptance offer. At that point, you must let the student ministry office know in designated amount of time whether you will participate in the program.

Forms to be completed with application:

- Application
- Resume
- Doctrinal statement
- Life-style statement
- Background check

Student Ministry 1 Year Minister Plan

Application

Return completed application to:
Spotswood Baptist Church
Attn: Student Ministry Office
4009 Lafayette Blvd
Fredericksburg, VA 22408

or

Email to:
mism@spotswood.org or
hsm@spotswood.org

I am applying for 1 year internship
program starting:

- June of 20__
 January 20__

Attach Photo Here
or Email Photo to
hsm@spotswood.org

GENERAL INFORMATION

Name: _____ Date: _____

Address: _____ Birth Date: ____/____/____

City: _____ State: _____ Zip: _____

Home Phone (____) _____ Cell: (____) _____

Work Phone (____) _____ Ext. # _____

E-mail address: _____

Marital Status: Single Married Divorced (circle one)

Names & ages of children: _____

Are you engaged: Yes No If yes, date of wedding ____/____/____

Student Ministry 1 Year Minister Plan

EDUCATION

College attended: _____

Years completed: _____ Degree earned: _____

College attended: _____

Years completed: _____ Degree earned: _____

Graduate attended: _____

Years completed: _____ Degree earned: _____

Other school(s) attended: _____

Years completed: _____ Degree earned: _____

CURRENT EMPLOYMENT

_____ Part-Time _____ Full-Time

Employer _____ Phone: (_____) _____

Address: _____

City: _____ State: _____ Zip: _____

Job Title & Description: _____

Supervisor: _____

Student Ministry

1 Year Minister Plan

PREVIOUS MARKETPLACE EXPERIENCE

What employment experiences in the marketplace have you had?

Company, Job Title & Description: _____

Company, Job Title & Description: _____

Company, Job Title & Description: _____

1. What are some things that you particularly enjoy about your present job?

2. What are some things you enjoy less?

3. If you joined our staff, where do you think you could make the best contributions?

Student Ministry

1 Year Minister Plan

UNIQUE MAKE-UP

Strengths and Weaknesses: What are your top three strengths and your top three weaknesses?

Strengths

1. _____
2. _____
3. _____

Weaknesses

1. _____
2. _____
3. _____

Skills: What general skills, natural talents and /or special abilities do you possess?

1. How do you act when you are in a group of people, none of whom are familiar to you? Describe this type of situation from the past?

2. What kind of people irritate you the most? How do you get along with them?

Student Ministry
1 Year Minister Plan

UNIQUE MAKE-UP continued...

3. What kind of people do you enjoy being around the most?

4. How would you react if asked to do something that was not a part of your normal job?

5. What causes you to lose your temper?

Student Ministry

1 Year Minister Plan

MY PERSONAL TESTIMONY

Please use the following questions as a guide to share your testimony. You can use the back of the page or attach another paper to this one if you need more space.

What my life was like before I received Christ?

How I knew that I needed Christ?

Student Ministry **1 Year Minister Plan**

MY PERSONAL TESTIMONY continues...

What took place when I received Christ?

How my life has been different since Jesus saved me?

Student Ministry 1 Year Minister Plan

MINISTRY PLANS

I believe the Lord has called me to a life career of vocational ministry.

Yes

No

Not Sure

Identify and briefly explain your calling and planned involvement in ministry

Identify and briefly explain your involvement in ministry positions and activities especially those related to the local church

1.

2.

3.

What are your long-range goals and objectives?

Student Ministry **1 Year Minister Plan**

MINISTRY PLANS continues...

What kind of position would you like to hold in five years? In ten years?

Passion: What aspects of ministry do you get excited about?

Why do you want to work here?

Student Ministry

1 Year Minister Plan

LEGAL QUESTIONS

1. Have you ever been a party to a civil lawsuit? Yes No
If yes, please describe the situation.

2. Have you ever been arrested? Yes No
If yes, please describe the situation.

3. Do you currently drink alcoholic beverages? Yes No
If yes, please describe your alcoholic use.

4. Do you use tobacco products?
If yes, please describe your tobacco use

Student Ministry

1 Year Minister Plan

LEGAL QUESTIONS continues...

5. Please describe any and all traffic violations over the past 5 years, including the time, place, and type of violation. Please include a description of how the violation was resolved.

6. Do you have any history of, or have ever been accused of any form of child abuse or sexual assault? Yes No

7. Is there anything from your past that may come up in the future about you that could hurt the ministry of Spotswood Baptist Church? Yes No
If yes, please describe.

AGREEMENT

The undersigned applicant hereby certifies that the information contained on this Internship Application is true and correct. I have not omitted any information which I reasonably believe would reflect unfavorably on the church's decision regarding my admittance into the Internship Program.

I hereby authorize Spotswood Baptist Church to contact any person or institution I have listed on this application, unless indicated otherwise, to independently verify the correctness of the information I have provided and to receive any other information that would be relevant to my application.

I understand that my application will not be complete until Spotswood Baptist Church has received this completed application and my three references.

Signature: _____ Date: _____

Student Ministry 1 Year Minister Plan

PERSONAL REFERENCE #1

Applicant's Name: _____

Reference Form sent to: _____
(Reference's Name)

The above person is applying for a place in the Student Ministry Internship Program at Spotswood Baptist Church. We value your comments highly and ask that you give a full and candid report, so that fair consideration may be given to the applicant. You may wish to submit a letter of recommendation in addition to this completed form. This information will remain confidential.

1. How do you know this individual? For how long? Years _____ Months _____
2. Indicate where this applicant falls on a scale 1 (low) to 10 (high) in the following areas. Please add comments as often as possible.

PERSONAL MATURITY

1 2 3 4 5 6 7 8 9 10
Immature Developing Very Mature

Comments:

TRUSTWORTHINESS

1 2 3 4 5 6 7 8 9 10
Untrustworthy Average Very Trustworthy

Comments:

Student Ministry

1 Year Minister Plan

DEPENDABILITY

1 2 3 4 5 6 7 8 9 10
Undependable Average Very Dependable

Comments:

HUMILITY

1 2 3 4 5 6 7 8 9 10
Prideful Average Very Humble

Comments:

LEADERSHIP

1 2 3 4 5 6 7 8 9 10
No Leadership Skills Average Strong Leadership Skills

Comments:

STRESS

1 2 3 4 5 6 7 8 9 10
Struggles Under Pressure Average Flourishes Under Pressure

Comments:

Student Ministry 1 Year Minister Plan

CONFLICT

1 2 3 4 5 6 7 8 9 10
Difficulty Managing Conflict Average Skilled in Conflict Management

Comments:

SPIRITUAL MATURITY

1 2 3 4 5 6 7 8 9 10
Spiritually Immature Average Very Spiritually Mature

Comments:

3. List the strengths you observe in this individual.

4. List the area(s) you observe in this individual where there is room for growth?

Reference completed by: _____
Title: _____ Cell #: _____
Email: _____
Best day(s) to contact you? Mon Tues Wed Thurs Fri Time: _____ am/pm
Signed: _____ Date: _____

**Please mail or email reference to: msm@spotswood.org &
hsm@spotswood.org
Spotswood Baptist Church
Attn: Student Ministry
4009 Lafayette Blvd.
Fredericksburg, VA 22408**

Student Ministry 1 Year Minister Plan

PERSONAL REFERENCE #2

Applicant's Name: _____

Reference Form sent to: _____
(Reference's Name)

The above person is applying for a place in the Student Ministry Internship Program at Spotswood Baptist Church. We value your comments highly and ask that you give a full and candid report, so that fair consideration may be given to the applicant. You may wish to submit a letter of recommendation in addition to this completed form. This information will remain confidential.

1. How do you know this individual? For how long? Years _____ Months _____
2. Indicate where this applicant falls on a scale 1 (low) to 10 (high) in the following areas. Please add comments as often as possible.

PERSONAL MATURITY

1 2 3 4 5 6 7 8 9 10
Immature Developing Very Mature

Comments:

TRUSTWORTHINESS

1 2 3 4 5 6 7 8 9 10
Untrustworthy Average Very Trustworthy

Comments:

Student Ministry 1 Year Minister Plan

DEPENDABILITY

1 2 3 4 5 6 7 8 9 10
Undependable Average Very Dependable

Comments:

HUMILITY

1 2 3 4 5 6 7 8 9 10
Prideful Average Very Humble

Comments:

LEADERSHIP

1 2 3 4 5 6 7 8 9 10
No Leadership Skills Average Strong Leadership Skills

Comments:

STRESS

1 2 3 4 5 6 7 8 9 10
Struggles Under Pressure Average Flourishes Under Pressure

Comments:

Student Ministry 1 Year Minister Plan

CONFLICT

1 2 3 4 5 6 7 8 9 10
Difficulty Managing Conflict Average Skilled in Conflict Management

Comments:

SPIRITUAL MATURITY

1 2 3 4 5 6 7 8 9 10
Spiritually Immature Average Very Spiritually Mature

Comments:

3. List the strengths you observe in this individual.

4. List the area(s) you observe in this individual where there is room for growth?

Reference completed by: _____
Title: _____ Cell #: _____
Email: _____
Best day(s) to contact you? Mon Tues Wed Thurs Fri Time: _____ am/pm
Signed: _____ Date: _____

**Please mail or email reference to: msm@spotswood.org & hsm@spotswood.org
Spotswood Baptist Church
Attn: Student Ministry
4009 Lafayette Blvd.
Fredericksburg, VA 22408**

Student Ministry 1 Year Minister Plan

PROFESSIONAL/MINISTRY REFERENCE #1

Applicant's Name: _____

Reference Form sent to: _____
(Reference's Name)

The above person is applying for a place in the Student Ministry Internship Program at Spotswood Baptist Church. We value your comments highly and ask that you give a full and candid report, so that fair consideration may be given to the applicant. You may wish to submit a letter of recommendation in addition to this completed form. This information will remain confidential.

1. How do you know this individual? For how long? Years _____ Months _____
2. Indicate where this applicant falls on a scale 1 (low) to 10 (high) in the following areas. Please add comments as often as possible.

PERSONAL MATURITY

1 2 3 4 5 6 7 8 9 10
Immature Developing Very Mature

Comments:

TRUSTWORTHINESS

1 2 3 4 5 6 7 8 9 10
Untrustworthy Average Very Trustworthy

Comments:

Student Ministry 1 Year Minister Plan

DEPENDABILITY

1 2 3 4 5 6 7 8 9 10
Undependable Average Very Dependable

Comments:

HUMILITY

1 2 3 4 5 6 7 8 9 10
Prideful Average Very Humble

Comments:

LEADERSHIP

1 2 3 4 5 6 7 8 9 10
No Leadership Skills Average Strong Leadership Skills

Comments:

STRESS

1 2 3 4 5 6 7 8 9 10
Struggles Under Pressure Average Flourishes Under Pressure

Comments:

Student Ministry 1 Year Minister Plan

CONFLICT

1 2 3 4 5 6 7 8 9 10
Difficulty Managing Conflict Average Skilled in Conflict Management

Comments:

SPIRITUAL MATURITY

1 2 3 4 5 6 7 8 9 10
Spiritually Immature Average Very Spiritually Mature

Comments:

3. List the strengths you observe in this individual.

4. List the area(s) you observe in this individual where there is room for growth?

Reference completed by: _____
Title: _____ Cell #: _____
Email: _____
Best day(s) to contact you? Mon Tues Wed Thurs Fri Time: _____ am/pm
Signed: _____ Date: _____

**Please mail or email reference to: msm@spotswood.org & hsm@spotswood.org
Spotswood Baptist Church
Attn: Student Ministry
4009 Lafayette Blvd.
Fredericksburg, VA 22408**

Student Ministry 1 Year Minister Plan

PROFESSIONAL/MINISTRY REFERENCE #2

Applicant's Name: _____

Reference Form sent to: _____
(Reference's Name)

The above person is applying for a place in the Student Ministry Internship Program at Spotswood Baptist Church. We value your comments highly and ask that you give a full and candid report, so that fair consideration may be given to the applicant. You may wish to submit a letter of recommendation in addition to this completed form. This information will remain confidential.

1. How do you know this individual? For how long? Years _____ Months _____
2. Indicate where this applicant falls on a scale 1 (low) to 10 (high) in the following areas. Please add comments as often as possible.

PERSONAL MATURITY

1 2 3 4 5 6 7 8 9 10
Immature Developing Very Mature

Comments:

TRUSTWORTHINESS

1 2 3 4 5 6 7 8 9 10
Untrustworthy Average Very Trustworthy

Comments:

Student Ministry 1 Year Minister Plan

DEPENDABILITY

1 2 3 4 5 6 7 8 9 10
Undependable Average Very Dependable

Comments:

HUMILITY

1 2 3 4 5 6 7 8 9 10
Prideful Average Very Humble

Comments:

LEADERSHIP

1 2 3 4 5 6 7 8 9 10
No Leadership Skills Average Strong Leadership Skills

Comments:

STRESS

1 2 3 4 5 6 7 8 9 10
Struggles Under Pressure Average Flourishes Under Pressure

Comments:

Student Ministry 1 Year Minister Plan

CONFLICT

1 2 3 4 5 6 7 8 9 10
Difficulty Managing Conflict Average Skilled in Conflict Management

Comments:

SPIRITUAL MATURITY

1 2 3 4 5 6 7 8 9 10
Spiritually Immature Average Very Spiritually Mature

Comments:

3. List the strengths you observe in this individual.

4. List the area(s) you observe in this individual where there is room for growth?

Reference completed by: _____
Title: _____ Cell #: _____
Email: _____
Best day(s) to contact you? Mon Tues Wed Thurs Fri Time: _____ am/pm
Signed: _____ Date: _____

Please mail or email reference to: msm@spotswood.org & hsm@spotswood.org
Spotswood Baptist Church
Attn: Student Ministry
4009 Lafayette Blvd.
Fredericksburg, VA 22408

DOCTRINAL STATEMENT

All interns are required to affirm the below statements:

- The Bible is God's Word and contains no errors.
- God is triune (three in one - Father, Son, and Holy Spirit).
- Jesus is the Son of God; he is both 100% God and 100% man.
- All humans are inherently sinful and are therefore in need of God's gracious gift of salvation.
- Jesus Christ's death on the cross is sufficient to pay the penalty for our sins
- We receive salvation solely by trusting in Christ as our substitute, which produces repentance.
- A person cannot earn salvation through good deeds.
- A genuine Christian can never lose his/her salvation.
- Everyone who does not trust in Christ for salvation will spend eternity in hell, separated from the presence of God.
- Baptism cannot save a person. It is merely an act of obedience that expresses to others that he/she has trusted in Jesus for salvation.
- Biblical baptism is done by immersion and is only for those who have already trusted in Jesus for salvation.
- God intends for all sexual relationships to take place within the confines of marriage between a man and a woman.

By signing below, I am agreeing with the above doctrinal statement and pledge to affirm them by my beliefs, words and deeds.

Signature

LIFE-STYLE STATEMENT

Interns are expected to maintain a morally above reproach lifestyle that is consistent with Scripture. This includes (but is not limited to) **abstaining** from the following:

- engaging in sexual behavior outside of marriage
- engaging pornographic material
- participating in a homosexual relationship
- the consumption of alcohol
- the use of tobacco products
- gossip // slander // lying - and other “words” sins
- unrepentant attitude toward sin
- disrespect for authority
- physical, sexual, and/or verbal abuse
- divisiveness and dissension
- stealing
- breaking commitments
- teaching unbiblical doctrine/material

All interns are expected to:

- have trusted in Jesus for salvation
- have been baptized by immersion
- consistently spend time in the Word and in prayer
- attend a Spotswood worship gathering
- be an official church member of Spotswood

By signing below, I am agreeing with the above lifestyle statement and pledge to affirm them by my beliefs, words and deeds.

BACKGROUND STATEMENT

CONFIDENTIAL

Spotswood Baptist Church Background Check Authorization

Area of Ministry/ Service: _____

Print Name: _____
(First) (Middle) (Last) (Maiden) Year Married

Former Name(s) and Dates Used: _____

Current Address Since: _____
(Mo/Yr) (Street) (City) (Zip/State)

Previous Address From: _____
(Mo/Yr) (Street) (City) (Zip/State)

Previous Address From: _____
(Mo/Yr) (Street) (City) (Zip/State)

Social Security Number: _____ Date of Birth: _____

Telephone Number: _____

Drivers License Number/State: _____

Are you a member of Spotswood Baptist Church? (Please circle) YES Since: NO

The information contained in this application is correct to the best of my knowledge. I hereby authorize Spotswood Baptist Church and its designated agents and representatives to conduct a comprehensive review of my background causing a consumer report and/or an investigative consumer report to be generated for employment and/or volunteer purposes. I understand that the scope of the consumer report/ investigative consumer report may include, but is not limited to the following areas: verification of social security number; current and previous residences; employment history, education background, character references; drug testing, civil and criminal history records from any criminal justice agency in any or all federal, state, county jurisdictions; driving records, birth records, and any other public records.

I further authorize any individual, company, firm, corporation, or public agency (including the Social Security Administration and law enforcement agencies) to divulge any and all information, verbal or written, pertaining to me, to Spotswood Baptist Church or its agents. I further authorize the complete release of any records or data pertaining to me which the individual, company, firm, corporation, or public agency may have, to include information or data received from other sources.

I hereby release Spotswood Baptist Church, the Social Security Administration, and its agents, officials, representative, or assigned agencies, including officers, employees, or related personnel both individually and collectively, from any and all liability for damages of whatever kind, which may, at any time, result to me, my heirs, family, or associates because of compliance with this authorization and request to release.

Signature: _____ Date: _____