

CHURCH *Alive...*



RESIDENT/INTERN
IMMERSION PROGRAM

www.newlifelaplata.org

CHURCH

RESIDENT/INTERN
IMMERSION PROGRAM

Alive...



Riot



Creating a movement. Growing God's kingdom. Planting churches. Transforming lives. Saving souls. The Holy Spirit moves in a way that amazes the staff at New Life Church. We pray that we hear it and follow it to the glory of God. We completely immerse our Residents and Interns with staff members, learning while doing in a dynamic and fast-paced environment. The program exposes every facet of New Life's ministries: the way we collaboratively write sermons as a network of pastors, lead worship, children's ministries, care ministries, weddings and other officiant duties, church operations, church plants, new church venues... residents and interns are not only "exposed," they are "part of."

MINISTRY

Opportunity...

God has blessed New Life to be more than a church building... it is a growing movement in the community, with enormous opportunities to minister in every area of your gifting. New Life has created a network of church plants in our Southern Maryland community, equipping pastors with the resources of our own church to build multiple, thriving churches. In short, we are building more than a church, we are building a movement!

The mid-Atlantic is a unique residency/internship opportunity with regard to church culture, and New Life faces an interesting dynamic in Charles County, Maryland. Situated 25 miles south of Washington, D.C., Charles County is both rural and suburban, racially and economically diverse, and very much a "bedroom community." Within a 30-minute drive of our church campus, you can be on the lawn of the White House, or drive in another direction and be in the dirt front yard of a house without running water. About 3,600 people worship at New Life network churches every weekend – impressive, until we put that number to a litmus test: New Life estimates that out of 150,000 residents in our community, about 120,000 do not go to church and many of that number do not know Jesus.

STRUCTURE

For Success...

New Life is committed to the ongoing growth and development of the talented new leaders God is providing to the Wesleyan Church. In our commitment to those leaders, our Residency/Internship training program offers a deeper understanding of ministry principles and systems, affords experience in various ministry settings, and gives the opportunity to live out and develop a God-given life calling in a dynamic and growing local church setting. Our goal is to provide practical experience to ministry leaders, setting them up for success as they set out to reach others for Christ in churches throughout our country and our world.

Residents and Interns have dedicated work space at the New Life campus, and a 30-hour work week is the guiding expectation. The bulk of the learning experience occurs in active on-the-job settings. Limited classroom experiences focused on leadership development are woven into the program. Within that framework, each Resident/Intern crafts an individual learning experience in coordination with the Residency/Internship Coordinator. At the start of the residency/internship period, the Residency/Internship Coordinator works with the Resident/Intern to set goals and establish expectations. Scheduling for all learning experiences grows from those established guidelines. The Residency/Internship Coordinator works with the Resident/Intern throughout the timeline of the program to revisit goals, as well as provide accountability and guidance.

FOCUS

Areas...

Leadership

Organizational Management

Administration

Development and Property Management

Personal Leadership

Development

Worship

Discipleship

Children's Ministry

Teaching/Sermon Development

Youth Ministry

Pastoral Care

Missions

COMMITMENT

and Compensation...

The Residency Program is a two-year mutual commitment between New Life and the Resident. Rolling start dates roughly coincide with semester start dates; however, this may flex and can be arranged with each resident.

The Internship Program is a semester-long commitment between New Life and the Intern. The length of time for a semester varies among schools; New Life will flex the start and end dates to match your school's curriculum.

Compensation

- A \$400 monthly stipend paid on a 1099 Contractor basis
- Free housing is provided for single residents/interns in a group housing arrangement
- Outside employment is permitted as long as it does not conflict with the residency/internship requirements.

QUALIFICATIONS

Residents: Undergraduate degree

Interns: Enrolled in a Wesleyan college or university

**Desire to have a career in full-time, vocational ministry
with a clear sense of the Lord's calling**

**Competency in your chosen area of focus and proven
leadership gifts**

A life of integrity

**Flexible, hard-working and eager to learn
Humble, Christ-centered attitude**

Able to work well with collaborative teams

APPLICATION *Process...*

Pray
Download application from New Life's website
Contact Chris Wagnon: cwagnon@newlifelaplata.org
Submit application and a resume (Applications accepted on a rolling basis)
Video required for residents whose focus is worship
Phone interview
In-person interview



www.newlifelaplata.org

9690 Shepherds Creek Place, LaPlata MD

301-609-8423

"Here is a trustworthy saying: If anyone sets his heart on being an overseer, he desires a noble task. Now the overseer must be above reproach, the husband of but one wife, temperate, self-controlled, respectable, hospitable, able to teach, not given to drunkenness, not violent but gentle, not quarrelsome, not a lover of money. He must manage his own family well and see that his children obey him with proper respect. (If anyone does not know how to manage his own family, how can he take care of God's church?) He must not be a recent convert, or he may become conceited and fall under the same judgment as the devil. He must also have a good reputation with outsiders, so that he will not fall into disgrace and into the devil's trap." 1 Timothy 3:1-7

- Regular attendee at worship and discipleship offerings of a New Life Wesleyan network congregation.
- Regular tither.
- Regular attendee of leadership meetings.
- Regular participant in ministry opportunities.
- Strong supporter of Biblical unity within the Wesleyan Church.
(Please see our New Life Network Church Conflict Management Policy)
- Person of outstanding moral character who is committed to following Biblical ideals in the area of personal living.
 - Godly family life
 - Cohabitation or sexual activity outside of the bonds of marriage shall result in termination of leadership responsibilities. *"But among you there must not be even a hint of sexual immorality, or of any kind of impurity, or of greed, because these are improper for God's holy people." Ephesians 5:3*
 - Adultery, separation, and/or divorce will result in termination of leadership responsibilities so that all personal attention can be focused on restoration of the marriage bond.
 - Ongoing problematic behavior in the home will result in termination of leadership responsibilities so that all personal attention can be focused on the restoration of peace within the home.
 - Godly work and business ethic
 - Instances of unethical work or business practices will result in termination of leadership responsibilities so that all personal attention can be focused on restoration of personal integrity and remuneration of all those wronged.
 - Godly Public Witness
 - Habitual submission to addictive patterns of behavior will result in termination of leadership responsibilities so that all personal attention can be focused in the restoration of righteousness.
 - As social networking affords more public scrutiny and therefore, accountability, ongoing disreputable behavior will result in termination of leadership responsibilities so attention can be focused on restoration of integrity.

The above list of expectations is not intended to be all-inclusive.

Position to be held: _____ Date: _____

Senior Pastor: _____ Leader: _____



Servants of Christ

The Process of Dealing With Conflict

"If your brother sins against you, go and show him his fault, just between the two of you. If he listens to you, you have won your brother over. But if he will not listen, take one or two others along, so that every matter may be established by the testimony of two or three witnesses. If he refuses to listen to them, tell it to the church; and if he refuses to listen even to the church, treat him as you would a pagan or a tax collector." Matthew 18:15-17

Level 1 Conflict:

Go to the source of the problem.
(Personally Driven)

Level 2 Conflict:

Take one or two others to the source of the problem.
(Staff Driven)

Level 3 Conflict:

Take the church to the source of the problem.
(Senior Staff Driven)

Level 4 Conflict:

Take the problem to the Board of the church.
(Senior Pastor Driven)

Level 5 Conflict:

Take the problem to the church.
(Senior Pastor Driven)

Resident/Intern Required Reading List:

(We will provide the books and one selection per month will be read and discussed by interns/residents and the R/I Coach. Each R/I will be give the books to start or add to their personal library)

- Holy Bible
- Poke the Box- Seth Godin
- The Measure Of our Success- Shawn Lovejoy
- When Helping Hurts- Steven Corbett & Brian Fikkert
- Amplified Leadership- Dan Reiland
- Drive- Daniel Pink
- Toxic Charity- Robert D. Lupton
- Finish the Mission- John Piper and David Mathis
- Napkin Theology- Mike Hilson
- The 21 Irrefutable Laws of Leadership- John Maxwell
- 7 Practices of Effective Ministry- Andy Stanley
- Sticky Church- Larry Osborne
- Experiencing God- Henry Blackaby
- Walking with God- John Eldredge
- Making Vision Stick- Andy Stanley
- Soul Print- Mark Batterson
- 7 habits of Highly Effective People- Steven Covey
- Good to Great- Jim Collins
- How the Mighty Fall- Jim Collins
- Simple Church- Thom Rainer
- It's All in How You Tell it- Hadden Robinson
- Biblical Teaching- Hadden Robinson
- Everyone Communicates, Few Connect- John Maxwell
- Rediscovering Church- Bill Hybels

Required Resident/Intern Ministry Experiences

(The following activities/opportunities are required of each Resident while serving and being served at NLC)

	Date Completed	Signed off By
* Lead a Ministry Team Meeting	_____	_____
* Lead a Prayer Meeting	_____	_____
* Recruit a Volunteer	_____	_____
* Lead a Community/Small Group	_____	_____
* Lead a Staff Devotional (at least one)	_____	_____
* Teach a Class or Training Session	_____	_____
* Shadow a Wedding	_____	_____
* Shadow a Funeral	_____	_____
* Shadow and Perform a Pastoral Hospital Visit	_____	_____
* Plan a Ministry Event	_____	_____
* Develop and lead a Ministry Team	_____	_____
* Develop a Budget for a Ministry Area/Event	_____	_____
* Develop and lead a Leadership Lesson	_____	_____
* Develop a Ministry Process/Plan	_____	_____
* Perform a Baptism	_____	_____
* Disciple a New Believer	_____	_____
* Assist with at least one Youth Event/Activity	_____	_____
* Serve in Children's Ministry for at least 1 month	_____	_____
* Attend Executive Staff Meetings as requested	_____	_____
* Do a presentation/lesson at the all-staff meetings	_____	_____
* Attend Pastor's Sermon Writing Sessions when possible	_____	_____
* Develop and Deliver a Sermon	_____	_____
* Attend a Short-term Mission Trip	_____	_____
* Complete the Reading List as Scheduled	_____	_____
* Lead a Worship Planning Session	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Name _____ Start Date _____

NEW LIFE WESLEYAN CHURCH
Learning Plan and Performance Evaluation for Residents

Name: _____ **Job Title:** _____

Special Focus Area: _____

Performance Review and Appraisal

Set-Up Date: _____
(Date)

REVIEWS:
Review Date: _____
(Date)

Quarterly Review: _____
(Monthly if needed) (Date)

Reason for Monthly Interim Review:

New Life Wesleyan Church Purpose Statement:

Position Purpose Statement:

This is a CONFIDENTIAL report

The Performance Management Cycle

At the Beginning of the Development of the Learning/Performance Plan:

Executive Pastor or Resident Program Supervisor meets with Resident to review the core job functions and to identify the performance standards (*measurable or observable results*) that will be used to measure successful accomplishment of each job and learning function/outcome. In addition to core job functions, performance standards may be identified for special projects/ministries and professional development efforts. Review the performance factors and discuss those areas, if any, in which special attention should be focused during the coming performance period.

During the Program Period:

Executive Pastor or Resident Program Supervisor meets formally or informally with residents to review progress in achieving identified performance standards. Acknowledge the resident's success and discuss and facilitate resolution of any challenges he or she may be encountering. Adjust performance standards as appropriate to reflect changes needed in personal development, organizational priorities or the work environment challenges/changes.

At the end of the performance period, the Resident's performance will be reviewed and evaluated using the following ratings:

<u>Performance Factor Ratings</u>	<u>Job Function Performance Standard Ratings</u>
(5) Extraordinary High Performance	(5) Extraordinarily high performance, fully achieved ALL of the performance standards for this job function, and exceeded the expectation of the Senior Pastor/Supervisor
(4) Performance is very good, exceeding expectations in regard to this performance factor	(4) Performance is very good, fully achieved ALL of the performance standards for this job function.
(3) Performance <i>consistently meets expectations</i> in regard to this performance factor	(3) Fully achieved most of the performance standards for this essential task or job function.
(2) Performance <i>falls short of fully meeting expectations</i> in regards to one or more elements of this performance factor.	(2) Fell short of fully achieving two or more of the performance standards for this job function.
(1) Performance <i>frequently fails to meet supervisor's expectations</i> in regard to one or more elements of this performance factor.	(1) Employee achieved less than half the performance standards for this essential task or job function.

Part I – Performance Factors (Rating 1-5):

1. **Observation of Church Policies, Rules and Practices:** Rating: _____
The extent to which the resident:
Follows all applicable church policies, rules and practices in completing assigned duties and meeting employment responsibilities. Properly administers church policies and rules that pertain to his or her particular area of work responsibility or church ministry.
2. **Dependability and Responsiveness:** Rating: _____
The extent to which the resident:
Can be depended upon to be on time to work and to meetings. Completes work assignments on or before scheduled deadlines and responds to requests for information or assistance within timeframe established by supervisor. Routinely notifies appropriate staff or volunteers of problems or delays. Prioritizes work and sets realistic deadlines. Follows through on routine work responsibilities with minimal supervision. Accepts responsibility for own actions, and acknowledges and corrects mistakes when they occur.
3. **Teamwork:** Rating: _____
The extent to which the resident:
Maintains positive work relationships with other employees and volunteers. Interacts with church employees and volunteers in a manner that is open and honest, courteous and respectful, cooperative and productive. Actively contributes to group work activities, participates in group decision-making, and supports group decisions. Displays work habits that promote successful achievement of New Life Church's goals and objectives. Accepts and provides praise and constructive criticism with equal effectiveness.
4. **Productivity:** Rating: _____
The extent to which the resident:
Completes work products that are: (1) well organized, thorough, error-free and show attention to detail; (2) are consistent with established New Life Church standards; (3) do not require extensive review; and (4) seldom must be returned for corrections. Appropriately considers feedback and integrates it into both the current and future work assignments. Maintains knowledge and skills at the levels needed to be successful in all areas of responsibility and demonstrates a willingness to learn new techniques to improve productivity. Demonstrates excellent stewardship of time, effort and human and material resources to specific work assignments. Anticipates emergencies so that they can be accommodated with minimal disruption of normal work flow. Demonstrates ability to adapt quickly to changing work priorities, maintain high level of productivity under stressful conditions, and respond effectively in critical or emergency situations.
5. **Problem-Solving and Judgment:** Rating: _____
The extent to which the resident:
Effectively identifies problems and is resourceful and creative in developing solutions, requesting the assistance or input of others as appropriate. Recognizes and analyzes issues that may affect New Life Church and delineates alternative approaches to these issues. Accurately judges the importance of an issue or problem and sets priorities and acts accordingly. In decision making, considers all alternatives and reaches specific conclusion(s) within established time limits. Considers the impact of decision on other parts of the church and its ministries, and correctly identifies others who should be included in the problem solving or decision making process. Recognizes when problems cannot, or need not, be resolved and accepts and adapts to the current situation. **Acts with discretion when confidential or sensitive information is involved.**

6. **Communication:**

Rating: _____

The extent to which the resident:

Recognizes the value of effective communications in creating and maintaining a harmonious and productive work environment, and routinely demonstrates good oral and written communication skills, e.g., (1) communications rarely result in misunderstandings or confusion; (2) oral communications are appropriate for time, place and audience and are polite, clear, concise, and effective; and (3) written communications are well-organized, readable, accurate and complete. Listens effectively.

To determine Average Factor Rating, add the ratings for each performance factor and divide by 6.0. Round the number up to the nearest 0.1.

Average Performance Factor Rating: _____

Part II – Essential Job Functions & Performance Standards (Rating 1-5):

1. Job Function: _____ Rating: _____
 Performance Standards: _____

Date Revised: _____

2. Job Function: _____ Rating: _____
 Performance Standards: _____

Date Revised: _____

3. Job Function: _____ Rating: _____
 Performance Standards: _____

Date Revised: _____

4. Job Function: _____ Rating: _____
 Performance Standards: _____

Date Revised: _____

5. Job Function: _____ Rating: _____
 Performance Standards: _____

Date Revised: _____

Part II – Essential Job Functions & Performance Standards-(Continued)

6. Job Function: _____ Rating: _____
 Performance Standards: _____

Date Revised: _____

7. Job Function: _____ Rating: _____
 Performance Standards: _____

Date Revised: _____

8. Job Function: _____ Rating: _____
 Performance Standards: _____

Date Revised: _____

9. Job Function: _____ Rating: _____
 Performance Standards: _____

Date Revised: _____

To determine Average Essential Job Functions & Performance Standards Rating, add the ratings for each job function and divide by number actually rated. Round the number up to the nearest 0.1.

Average Essential Job Functions & Performance Standards Rating: _____

Part III – Overall Performance Rating:

Rating Guide

Overall Performance Rating Explanation:

- (5) **Extraordinarily High Performance** – far beyond expectations with significant results.
- (4) **Very Good Performance** – met all expectations for the position and often exceeded expectations.
- (3) **Good Performance** - average performance in both quality and quantity.
- (2) **Marginal Performance** – corrective action is mandatory.
- (1) **Unacceptable Performance** – clearly does not meet the standards of this position.

Overall Performance Rating:

Based on this employee's scores on the job function performance standards and the performance factors, the overall rating for this performance period is (Average of Job Function Average and Performance Factor Average):

Overall Performance Rating: _____

Senior Pastor/Supervisor's Comments:

Part IV – Signatures:

Resident's Signature: _____ Date: _____

Resident's Comments:

Supervisor's Signature: _____ Date: _____

Executive Pastor's Signature: _____ Date: _____



**New Life Church
Resident Application**

Name: _____
(First) (Last)

Address: _____

City: _____ **State:** _____ **Zip:** _____ **Country:** _____

Phone: _____ - _____ - _____ **Email Address:** _____

Twitter Username: _____ **Facebook Profile:** _____
(enter URL)

How did you hear about our Residency Program?

- ☐ I attend New Life Church or a New Life Network Church.
☐ My friend told me about it.
☐ Online advertising (Church staffing or Facebook)
☐ Someone came to my school and talked about it.
☐ Other _____

I am called to be a: ☐ Worship Pastor ☐ Student Pastor ☐ Children's Pastor
☐ Senior/Lead Pastor ☐ Church Pastor ☐ Other
☐ Unknown ☐ Mission Pastor

Desired Start Date: ☐ June ☐ September ☐ December ☐ March

Year: _____

Describe your conversion: _____

Describe your calling to ministry: _____

Resident Application

Education:

College attended: _____

Years completed: _____ Degree earned: _____

Graduate school attended: _____

Year completed: _____ Degree earned: _____

What are the top 2 or 3 experiences you've had in college? _____

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

What are the top 2 or 3 lessons you learned in college outside the classroom? _____

This image shows a single sheet of white paper with horizontal grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Resident Application

Employment History (or attach resume): _____

Define Leadership. Are you a leader? How do you know? _____

Describe your ministry leadership experience so far. What are your top 2-3 leadership lessons God has taught you? _____

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This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Why are you interested in becoming a resident at New Life Church? How do you hope to grow during your time here? _____

[illegible]

If we had to choose between you and another person to become a resident, why should we choose you? (sell yourself) _____

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook page or a sheet of stationery. The top edge of the paper is slightly irregular, suggesting it might be from a bound volume. There is no handwriting or other markings on the page.

Resident Application

My first choice for focus during my residency:

- | | |
|--|--|
| <input type="checkbox"/> Children | <input type="checkbox"/> Middle School |
| <input type="checkbox"/> High School | <input type="checkbox"/> College/Young Adults |
| <input type="checkbox"/> Spiritual Formation | <input type="checkbox"/> Worship/Music/Redemptive Arts |
| <input type="checkbox"/> Missions Outreach | <input type="checkbox"/> Other _____ |

My second choice for focus during my residency:

- | | |
|--|--|
| <input type="checkbox"/> Children | <input type="checkbox"/> Middle School |
| <input type="checkbox"/> High School | <input type="checkbox"/> College/Young Adults |
| <input type="checkbox"/> Spiritual Formation | <input type="checkbox"/> Worship/Music/Redemptive Arts |
| <input type="checkbox"/> Missions Outreach | <input type="checkbox"/> Other _____ |

My third choice for focus during my residency:

- | | |
|--|--|
| <input type="checkbox"/> Children | <input type="checkbox"/> Middle School |
| <input type="checkbox"/> High School | <input type="checkbox"/> College/Young Adults |
| <input type="checkbox"/> Spiritual Formation | <input type="checkbox"/> Worship/Music/Redemptive Arts |
| <input type="checkbox"/> Missions Outreach | <input type="checkbox"/> Other _____ |

Leadership Influence/References:

Name: _____
(First) (Last)

Title/Organization: _____

Email Address: _____

Name: _____
(First) (Last)

Title/Organization: _____

Email Address: _____

Note: These references may be contacted by New Life Church

Resident Application

Biblical Beliefs:

1. What do you believe about the authority of the Bible? _____

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

2. What do you believe about the triune God? _____

This image shows a single sheet of white paper with horizontal grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Resident Application

3. What do you believe about the doctrine of salvation? _____

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4. What do you believe about the person of Jesus Christ? _____

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Resident Application

5. What do you believe about the Christian life and the Holy Spirit? _____

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6. What do you believe about human destiny? _____

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

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Resident Application

All residents will be required to consent to a background check prior to acceptance into the program.

Agreement

I the undersigned applicant hereby certify that the information contained in this Application for the New Life Church Residency is true and correct, and I have not omitted any facts which I reasonably believe would reflect unfavorably on the Church's decision. In addition, I hereby authorize the Church to contact any person or institution I have listed on this Application for Pastoral Residency (unless indicated otherwise), and to independently verify the correctness of the information I have provided.

(Signature)

(Date)

For office use only

Reviewed _____ (Date)

Reviewed by _____

Reviewed by selection team _____ (Date)

Recommendation ____ approved for offer ____ not selected for position