

INTERN APPLICATION PACK

The internship program is specifically designed for volunteers at The Cause Community Church who are committed to developing their ministry skills, leadership ability and personal walk with God.

The Cause Community Church is offering a 10 month internship to work and learn in the following ministries:

- Cause Kids Children's Ministry
- The Movement Youth Ministry (Amped - High School, Surge - Jr. High School, and Catalyst Ministry - Young Adults ages 18-30)
- Pastoral Care / Life Groups
- Zone 2 (Local Outreach Ministries)
- 18T International Missions
- Worship Arts
- Media
- Men's Ministries
- Women's Ministries
- Graphics/Marketing

If you are interested in applying for an intern position, simply follow the instructions below.

- 1) Read the attached Intern Application Packet for details regarding the program.
- 2) Carefully fill in the INTERN APPLICATION form. Answer all questions. Please use pen or type when filling in the blanks.
- 3) Complete the BIOGRAPHY, describing your relationship with Christ, your desire for Christian service, goals and desires for the future, and why you desire to enroll in the Intern Program.
- 4) Give the PERSONAL REFERENCE form and a stamped envelope to three adults. Advise the people you select as a reference, **not** to give the form back to you. Ask them to mail the form to the church.
- 5) Attach the APPLICATION FEE of \$125 (refundable should you not be accepted).
- 6) Send or turn in your application to the church office. Your file must be complete with all the above-required information before your application can be processed.
- 7) Once your application is processed, you will be contacted for an interview.

Applications are due by Sunday, August 14, 2011.

INTERNSHIP PROGRAM OVERVIEW

The Cause's Internship Program consists of 10 months of intensive training from the beginning of September through the end of June. The intern's training includes classroom instruction, the reading of assigned books, mentoring from a Cause Community Church pastor or staff member and hands-on ministry experience. Interns will also attend a leadership conference, serve four hours weekly at the church offices, and participate on a short term mission trip.

Mentoring and Hands-On Training

Interns will be assigned to the pastor or leader who oversees or serves in the particular ministry for which the intern is selected. *Interns should expect to meet with their mentor weekly.* Under the supervision of their mentor, interns will be given duties and assignments in their specific ministry. These delegated responsibilities are designed to both enhance the intern's learning experience and to increase the ministry potential of the church. *Interns should expect to spend from 10 to 15 hours a week fulfilling the duties and assignments, including 4 hours per week of office time.*

Orientation Weekend

There is an out-of-town orientation weekend (Friday evening through Saturday late afternoon) scheduled for Sept. 16th and 17th.

Classroom

Classroom sessions will be on Wednesday Evenings. Interns will attend approximately 25 weekly classroom sessions. Interns are expected to attend each class session as the session topics build on one another. Class attendance and participation is critical. It is expected that each intern will benefit from the ideas, expertise and experiences of the other interns.

Reading Assignments

Reading assignments will consist of approximately one book per four-week session. Interns will submit a one to two page book review on each assigned book.

Saturday Training Days

There are two all day Saturday training days during the course of the Internship.

Conference

Interns will attend a leadership conference together as a group. Details to follow.

Local Mission Trip

All Interns will participate on a local inner-city mission trip.

Church-Wide Functions

Interns should expect to give significant time and effort in the organization, set-up, and running of major church events such as Kidz Block Party, United, and Equip.

Cost / Financial Obligation / Fundraising

Each Intern is responsible to raise \$1,250. This financial obligation is used for the traveling, lodging and tuition fees associated with the orientation weekend, the mission trip and the leadership conference. Dining and incidental expenses will be the responsibility of the Intern as well as any other incidental expenses related to their ministry and internship training. *All Interns will be expected to fundraise even if they are paying their expenses themselves. Non-Fundraising Interns must still send a "Vision" letter with a request for support of the Intern program. Interns will be required to submit a "donor list" at the first class session after the orientation weekend. Fundraising training and assistance will be provided. No Fundraising letters are to be sent without the approval of the Intern Program staff.*

International Mission Trip

Although it is not mandatory, Interns who have successfully graduated from the Intern Program may choose to attend one Cause Community Church sponsored international mission trip at a reduced rate. Interns must raise or contribute 50% of the mission trip cost and the church will cover the balance. (For example: if the trip cost is \$2,500, the intern must raise \$1,250; or if the trip cost is \$1,600, the intern must raise \$800.) Graduating Interns must take advantage of this opportunity *within one year of graduating from the Intern program.*

INTERN QUALIFICATIONS

In additions to the specific qualifications listed below, interns must have a reputation both in and outside the church for: spiritual and social maturity, financial integrity, sexual purity, honesty, and for being even tempered. They must also have shown themselves to be responsible in previous ministries and commitments. Interns should be proficient at verbal and written communication and should be able (or willing to learn) to speak in front of groups.

SPECIFIC QUALIFICATIONS:

- Born-again, Spirit-filled, water baptized, tithing, actively involved member of The Cause Community Church.
- Not a new believer.
- Actively serving in a Cause Community Church ministry *for at least one year*.
- 18 years or older.
- Out of High School.
- Own or have exclusive access to a properly insured car.
- Own a valid Driver's License.
- Demonstrate the ability to provide for their current and expected financial obligations.
- Submit to the application process and be selected by the pastors and Internship Program Coordinators.

INTERN APPLICATION

PERSONAL DATA

Name:

Last

First

Middle

Address:

City:

State:

Cell phone:

Email:

Home phone:

Age:

DOB

Marital Status (If currently divorced or separated, attach a statement giving details)

Single Engaged Married Widowed Divorced Separated

Spouse's Name:

Years of Marriage:

Number and ages of children (if applicable):

Current Occupation:

Employer Name and Address:

Do you own a valid Driver's License:

From what Sate/Country?

Do you own or have exclusive use of a properly insured motor vehicle?

PERSONAL CHRISTIAN EXPERIENCE

Have you accepted Jesus Christ as Savior?

Have you been baptized in water?

Date:

Are you a member of The Cause Community Church?

How Long?

Do you tithe regularly?

Are you a member of a Life Group?

Who is the leader?

FOCUS AREA

In what ministry are you applying for internship?

Reason for this choice?

MINISTRY EXPERIENCE

Are you currently involved in one of the ministries at the church? _____

If "yes", which one and who is the leader? _____

What other experience in Christian Service have you had? (Indicate below)

Christian Service	Years Experience	Details (continue on attached page if necessary)
Music	_____	_____
Teaching	_____	_____
Drama/ Dance	_____	_____
Youth Ministry	_____	_____
Computer/IT	_____	_____
Web Design	_____	_____
Children's Ministry	_____	_____
Media	_____	_____
Evangelism/Missions	_____	_____
Small Groups/Cell	_____	_____
Sports	_____	_____
Other	_____	_____

ACADEMIC BACKGROUND

High School Attended: _____

City, State _____ Year of Graduation or GED _____

College/Trade Schools Attended (list the year(s) attended and degrees or units achieved)

Are You Currently Attending College or Trade School? _____

If "Yes", List the name of the school and the number of units you would carry or the time commitment you would be obligated to during the course of the Internship Program.

School Currently Attending

Number of Units or Time Commitment

BIOGRAPHICAL STATEMENT

Please attach a handwritten or typed autobiographical statement (no more than two pages) including the following information:

- Salvation Experience
- Baptism of the Holy Spirit
- Desire for Christian Service
- Why you wish to be involved in the Intern Program

Applicant's Signature: _____ Date: _____

PERSONAL REFERENCE

Name of Applicant: _____

Last

First

Middle

The person named above is applying for admission to the Intern Program at The Cause Community Church. The ten month intern program will challenge the intern both intellectually and spiritually. The applicant, if selected, will also be making a significant time and financial commitment. Additionally, considerable resources on the part of the church and church staff will be spent on the intern. Please help us assess the likelihood of the applicant's success in the Internship Program. Your cooperation in completing this personal reference form will be greatly appreciated. All Information will be held in strict confidence.

DO NOT return this form to the applicant. Please place it in the stamped envelope provided to you by the applicant and mail it to, *The Cause Community Church, Attention: Intern Coordinator, 950 Beacon Street, Brea, CA., 92821*

Please check the following:

- | | | | | | |
|------------------------|-----------------------------------|----------------------------------------|----------------------------------|----------------------------------------|-----------------------------------|
| Academic Ability | <input type="checkbox"/> Superior | <input type="checkbox"/> Above Average | <input type="checkbox"/> Average | <input type="checkbox"/> Below Average | <input type="checkbox"/> Inferior |
| Initiative/Motivation | <input type="checkbox"/> Superior | <input type="checkbox"/> Above Average | <input type="checkbox"/> Average | <input type="checkbox"/> Below Average | <input type="checkbox"/> Inferior |
| Concern for Others | <input type="checkbox"/> Superior | <input type="checkbox"/> Above Average | <input type="checkbox"/> Average | <input type="checkbox"/> Below Average | <input type="checkbox"/> Inferior |
| Leadership Ability | <input type="checkbox"/> Superior | <input type="checkbox"/> Above Average | <input type="checkbox"/> Average | <input type="checkbox"/> Below Average | <input type="checkbox"/> Inferior |
| Social Adaptability | <input type="checkbox"/> Superior | <input type="checkbox"/> Above Average | <input type="checkbox"/> Average | <input type="checkbox"/> Below Average | <input type="checkbox"/> Inferior |
| Personal Appearance | <input type="checkbox"/> Superior | <input type="checkbox"/> Above Average | <input type="checkbox"/> Average | <input type="checkbox"/> Below Average | <input type="checkbox"/> Inferior |
| Moral Standards | <input type="checkbox"/> Superior | <input type="checkbox"/> Above Average | <input type="checkbox"/> Average | <input type="checkbox"/> Below Average | <input type="checkbox"/> Inferior |
| Cooperation/Submission | <input type="checkbox"/> Superior | <input type="checkbox"/> Above Average | <input type="checkbox"/> Average | <input type="checkbox"/> Below Average | <input type="checkbox"/> Inferior |
| Reliability | <input type="checkbox"/> Superior | <input type="checkbox"/> Above Average | <input type="checkbox"/> Average | <input type="checkbox"/> Below Average | <input type="checkbox"/> Inferior |
| Response to Correction | <input type="checkbox"/> Superior | <input type="checkbox"/> Above Average | <input type="checkbox"/> Average | <input type="checkbox"/> Below Average | <input type="checkbox"/> Inferior |
| Teachability | <input type="checkbox"/> Superior | <input type="checkbox"/> Above Average | <input type="checkbox"/> Average | <input type="checkbox"/> Below Average | <input type="checkbox"/> Inferior |

Do you believe the applicant is definitely a Christian? Yes No

To your knowledge does the applicant participate in any of the following:

- | | | |
|-------------------------|-----|----|
| Unlawful Drug Use | Yes | No |
| Excessive Alcohol Use | Yes | No |
| Illicit Sexual Behavior | Yes | No |

Have you had any occasion to question his/her moral character? _____

- | | | |
|---------------------------------------------------------------------------------------|-----|----|
| To your knowledge, is the applicant prompt in paying his/her debts? | Yes | No |
| Does the applicant, in your judgment, have the fitness and aptitude for this program? | Yes | No |
| Do you consider the applicant emotionally qualified for this type of training? | Yes | No |
| Do you unhesitatingly recommend the applicant's acceptance into the Intern Program? | Yes | No |

