



ONE-YEAR INTERNSHIP PROGRAM

POTENTIAL INTERN,

Leadership is influence – we see Overlake interns as those who are preparing for a life of influence. We're thrilled that you're willing to consider an adventure that will thrust you down a road of growth, fulfillment and opportunity – all for the glory of God who has shaped you in a specific way for His specific purpose!

As you read through the following pages it's our hope that you'll find what you're looking for in terms of a next step in life. We'd encourage you to spend time praying – asking God to reveal whether this role is one He'd have you commit to, then spend time talking with those who know you best as you make this decision.

This guide is designed to help you catch the vision of this internship and to answer some of the frequently asked questions. If you have further questions, please call or email! We'd love to help you in the process of thinking through all the details and discerning whether or not this internship would be best for you.

Praying for your future!

Pat (for the team)

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BASICS

Who is this internship program designed for?

We're looking for people who are passionate about living out and desire to lead others towards Overlake's purposes...

We are a multi-cultural multi-generational community being transformed into people who... Love God, Love People and Serve the World.

Although most interns are between the ages of **19-25** and attend a nearby college or university, this program is open to **ANYONE** who is seeking hands-on ministry experience for the purpose of discerning their unique calling within the Body.

What is this internship program all about?

It's all about rolling up your sleeves and engaging in a **ONE YEAR** ministry experience. Here are the three main pillars of the program...

Fellowship

Personal growth happens best in the context of vibrant community.

Leadership

Leaders are both learners and practitioners.

Discipleship

Foundational to everything is pursuing Jesus and His Kingdom.

FELLOWSHIP

How do we create the context for vibrant community?

1. **Team Gatherings:** All interns will gather weekly for meetings that are all about sharing life and growing together. We will spend time with each other both inside and outside the church context – by the end of the program it feels like a big family!
2. **Connection with OCC Staff:** You are an important part of the OCC team! You're encouraged to come to Staff Chapels and Staff Appreciation events. Forming relationship with those on Staff is a huge priority in this internship, it exposes you to the beauty of ministry happening as a team!
3. **Retreat & Conference:** Each year we go on an intern getaway in the fall and a conference in the spring! For example, last year we attended one of the best Christian leadership conferences on the West Coast in California!

LEADERSHIP

How do we develop you as a learner and practitioner?

1. **Various Voices:** Learning from others is key. We'll read and discuss a plethora of books, watch various TED Talks and other videos and go on field trips to sit across the table from individuals who have years of experience in leadership and ministry.
2. **Evaluation:** Personal evaluation will happen in the form of a 6-week review and 6-month evaluation with the purpose of coaching and encouraging you, helping us and bettering the overall internship program!
3. **Hands-On Ministry Roles:** You will be given ministry tasks, responsibilities and roles that align with your strengths and interests as well as ministry needs. The best way to learn something is by doing it!

DISCIPLESHIP

How will we pursue Jesus and His Kingdom together?

1. **Head:** Learning good theology and unlearning poor theology is paramount to our growth as a disciple of Jesus. We'll be on a journey together of adopting new mindsets and paradigms while ridding our minds of others.
2. **Heart:** Our story, who we are, is important to know if we are to discover the unique way Jesus is asking us to bring His Kingdom here on earth. We'll continually spend time to learn more about ourselves (strengths, weaknesses, dreams, wounds, etc.) so that we can better give our lives to others.
3. **Hand:** Our faith requires action. Risk is not an option, but neither is routine. We'll engage in spiritual disciplines together, even experiment with practices that historically Christians have found helpful in becoming more like Christ such as: different styles of prayer, fasting, silence, lectio divina, serving others, the Eucharist and using a clearness committee before making an important decision.

EXPECTATIONS

What is expected of an Overlake intern?

Paul said it best...

"Be an example to the believers in word, in conduct, in love, in spirit, in faith, in purity." 1 Timothy 4:12

As an intern you are to be an example in your speech, lifestyle, love for God and others, attitude of faith and moral purity.

Services // Sundays 8am – 1pm

There are multiple services and so many moving parts that require each intern to be at their best.

Team Meetings // Mondays 3pm – 5pm

We will meet as a team each for a two-hour meeting every week.

Midweek Program // Varies

During the school year many ministries have a midweek program that may be a part of your load as an intern (e.g. Student Ministries has GroupLIFE on Wednesdays and Caring Ministries has Celebrate Recovery on Tuesdays).

Office Hours // TBD

These hours (roughly 8-10 hours per week) are dedicated to accomplishing your specified ministry tasks. The Intern Room provides you with everything necessary to help you succeed at each of your ministry roles.

Large Scale Events // TBD

These happen at various times throughout the year. Strategic planning and teamwork are essential for success.

FREQUENTLY ASKED QUESTIONS

What's the time commitment?

The commitment is **ONE YEAR**.

What's the cost?

The cost is **\$300**. It helps offset a small portion of the financial impact to the church. It helps cover things like books, intern meals, summer camps, conference admission... we carefully spend each dollar on leadership training, hands-on ministry experience, team building and spiritual growth.

We encourage and will assist you with **raising support** for the \$300 as well as basic living expenses if the need exists. It is your financial obligation as an intern to pay for anything outside of the program such as living expenses (housing, food, gas, etc).

Is housing provided?

We don't want housing to keep you from becoming an intern. If finding or affording housing is an issue we can help find a solution. We would love to find you a **host home** of an Overlake family member you can stay with.

Can I go to school while I'm an intern?

It depends – many times we encourage you to do so. This program is not intended to be a replacement for education, but rather compliment it. We strongly recommend **Northwest University...** it is only 10 minutes away!

Can I work while I'm an intern?

Again... it depends – we realize that as an intern you may desire/need to pursue some type of part-time employment in order to cover your living expenses. Part of your growth as a leader involves the ability to balance multiple roles and organize your time effectively. Because of your commitment to the program, we require that you find an extremely flexible employer or even better **raise support** to cover expenses.

Fortunately we have **paid opportunities through the church** and church members to help you out!

What's the take-away from this program?

Experience – many colleges, universities and employers require the completion of an internship for graduation. Your hands-on experience at a well-respected and influential Northwest megachurch looks great on a resume!

College Credit – many colleges and universities require the completion of an internship for graduation. This program is qualified for internship credits at Northwest University as well as other local colleges and universities.

Recommendation Letter – upon your one-year completion you'll receive a letter of recommendation from Overlake's Lead Pastor as well as from the pastor you served alongside of.

ADMISSION PROCESS

How do I become an intern?

1. **Step One:** Complete the **application**. Click [HERE](#) or email pats@occ.org.
2. **Step Two:** We will contact you for a **personal interview**. For applicants who live in the Seattle area, we require an “in-person” interview. Applicants who live outside the Seattle area will be permitted to hold a Skype or phone interview.
3. **Step Three:** A couple days after your interview we’ll **follow up** with you to let you know if you’ve been accepted as an intern!

Additional questions?

Simply email Pat Swanson, pats@occ.org.

We’re excited to see what God has in store for you!