



INTERNSHIP PROGRAM
2017/2018



Northwest
UNIVERSITY

INTERN AT OVERLAKE. EARN YOUR DEGREE.

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 **19-27** this program is open to **ANYONE** who is seeking hands-on ministry experience for the purpose of discerning their unique calling within the Church.

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

Disciples passionately pursue 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'll find yourself at staff chapels and staff appreciation events. There will be organized lunches with the Senior Pastors and you'll be given gift cards to "invite staff to Starbucks" to get to know other teammates better! 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 & Field Trips:** Each year we go on multiple fields trips around the Seattle area (like Starbucks and Boeing) as well as go on a week-long retreat together. For example, we've gone to Southern California to connect with other churches, ministries and leaders – from Dave Gibbons to Doug Fields and Newsong to Dream Center!

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 Christ-centered mindsets and paradigms while ridding our minds of others. For those interested, we offer multiple degrees and college courses through **Northwest University!**
2. **Heart:** Who we are... our story... 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. We also connect you with a mentor for the year.
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, serving others, communion and others.

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. We have all interns sign a commitment form outlining this understanding.

Weekly Expectations // 20+ hrs/wk

Sunday Services // 4-5 hours

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

Team Meetings // 3-4 hours

We will meet as a team for a two-hour meeting every Monday. And once a month enjoy dinner together after our meeting!

Midweek Program // 3-4 hours

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 // 8-10 hours

These hours (roughly 10 hours/week for part-time interns and 25 hours/week for full-time) are dedicated to accomplishing your specified ministry tasks. The Intern Room and provides you with everything necessary to help you succeed at each of your ministry roles.

Large Scale Events // varies

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** - beginning at the end of August.

You can decide interning either **PART-TIME** (20 hrs/wk) or **FULL-TIME** (40 hrs/wk)... the reality is, you get out what you put in!

Does it pay... or does it cost?

Both! We've found having **first-year interns** get some "skin in the game" ups their commitment, so the cost for a first year intern is **\$500**. It helps offset a small portion of the financial impact to the church... covering things like books, meals, field trips, events... 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, car, gas, insurance, etc).

For **second-year interns** we pay a **monthly stipend of \$500**, as you can imagine a returning intern brings an incredible amount of value to the Overlake Team!

How can I earn a college degree and/or credit?

Not only are there a lot of nearby colleges you could attend while interning, but we are part of the Church Partnership Program with **Northwest University** where we are able to provide online college courses...

Highlights:

- Highest level of accreditation
- Low cost – under \$300/credit
- Flexibility of online course work
- Three FREE credits per semester for your internship at OCC
- Qualifies for Federal Financial Aid (loans & grants)

Begin, continue or finish any of these degrees:

- Certificate in Ministry Leadership
- Associate of Arts
- Associate of Arts in Ministry Leadership
- BA in Ministry Leadership
- BA in Business
- BA in Psychology

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.

Our priority is to find a host home for those interns who are relocating to the Seattle area from out of town, state or country. It's like being adopted into a new family... you could form relationships that last a lifetime!

Can I work while I'm an intern?

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 commitments and organize your time effectively. Because your presence is vital to the internship program, we require that you find an extremely flexible employer or even better... **raise support** to cover your monthly expenses.

What's the take-away from this program?

Experience & Networking – Your hands-on experience at a well-respected and influential Pacific Northwest megachurch will not only lead to personal growth but also looks great on a resume, not to mention your personal network will greatly expand within one year!

College Credit/Degree – You can begin, continue or finish your college degree while interning – without breaking the bank!

Future Reference & Recommendation Letter – Upon your one-year completion we'd be honored to be listed as a reference for future opportunities you pursue. And if you ever need a letter of recommendation we'd love to be asked!

NEXT STEPS

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**. We require an in-person interview for all prospective interns, even those who live outside the Seattle area. In those cases we setup a weekend visit here and host you in a church family's home for a couple nights while you are able to meet with staff and visit the church.
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?

Contact: Pat Swanson, pats@occ.org, 509-954-0475

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