



AGK S^oM

LEARN. LIVE. LEAD.

PREVIEW

ADVANCED
MINISTERIAL INTERNSHIP



AGKSOM INTERNSHIP

IN FULFILLMENT OF THE ...

General Council Internship Requirements for Persons Seeking Ministerial Credentials

AGKSOM STATEMENT OF PURPOSE

AGKSOM exists to provide training for those sensing a call to ministry, whether as credentialed ministers of the Assemblies of God, or as equipped local church volunteers. AGKSOM integrates spiritual formation, relational networking, academic achievement, and practical ministry experience to provide a unique learning experience. Students not only acquire knowledge necessary for obtaining ministerial credentials, but also develop character and skills essential for effective ministry.

The leadership and faculty of AGKSOM fully subscribe to the Statement of Fundamental Truths of the Assemblies of God and commit AGKSOM to proclaim and support the principles and polity of the Assemblies of God. AGKSOM commits itself to provide training courses that meet District and General Council educational requirements for ministerial credentials.

Furthermore, AGKSOM seeks to fulfill the mission of the General Council of the Assemblies of God and the District Councils of the Assemblies of God and is committed to the development of healthy leaders, churches and ministries.

INTERNSHIP PURPOSE/MISSION

The AGKSOM internship strategy enables students to confirm God's call, develop the Christ-like character, gain the competencies of ethical and effective ministry and develop the personal disciplines essential to successful life and ministry. The strategy uses guided "hands on" ministry experiences, interaction with qualified pastors/mentors, reading and the exercise of personal spiritual disciplines to accomplish its mission.

INTERNSHIP OBJECTIVES/GOALS

- Exposure to a variety of ministry methods, skills, and practices
- Develop effective people and conflict resolution skills
- Ethical standards of ministry
- Fulfill the Assemblies of God General Council internship requirements
- Minister effectively within the fellowship
- Seek "best practice" experiences and exposure to effective ministry systems and structures
- Help students develop skills and gifts for maximum effectiveness in ministry
- Help students develop the disciplines of effective servant leadership

INTERNSHIP CHARACTERISTICS/VALUES

- Student Value: Equip students for effective ministry.
- Student Participation: Students actively participate in the design and fulfillment of these standards and objectives.
- Cooperative Fellowship: Value ministry within the Assemblies of God in a way that faithfully fulfills the vision of a "voluntary cooperative fellowship".
- Biblical Fidelity: Students develop ministry that is faithful to biblical teaching, values, principles, and worldview.
- Flexibility: Students can "tailor" their internship experience in ways that better meet their needs and fulfill the requirements.
- Encourage Development: Students value and develop the skills needed to pursue spiritual, personal

and professional development throughout their life.

INTERNSHIP PRE-REQUISITES

- Before beginning an internship, the student must have completed at least three (3) AGKSOM, Global University or other approved courses at the corresponding level of credential for which the student will be applying.
- Identify and recruit the qualified pastor/mentor needed to complete the internship requirements and submit the completed “Mentor Covenant”. The designated AGKSOM & District Leadership must approve this person.
- Successfully complete and submit for approval all required internship forms.
- Pay all fees:
 - Course Registration Fee (Same cost as a course registration--\$65)
 - Purchase Required Reading Materials as appropriate to each standard
- The AGKSOM Internship experience requires a commitment of time:
 - Pastor/mentor & Intern working relationship - 3 months minimum
 - Intern’s Prayer Journal - 3 months minimum
 - The Internship time frame begins upon the receipt of the Internship Registration.

INTERNSHIP STANDARDS, STRUCTURES AND PROCEDURES

OVERVIEW

The AGKSOM internship consists of 5 or 6 Standards at each credential level (see attached list). Each Standard contains three elements that enable the student to meet the standard and achieve the learning objective. The elements in each module are:

1. A “hands on” learning project.
2. Evaluation forms and written reports.
3. Interaction with Pastor/Mentor (s).

STANDARDS

The standards designated in this internship strategy as “mandatory” are components of the credentialing requirement for the General Council of the Assemblies of God. As such they cannot be altered by an Assemblies of God School of Ministry or District Council of the Assemblies of God.

To successfully complete their AGKSOM internship students MUST meet the objectives and follow the “steps to completion” for all standards at each credential level.

Credit for Life Experience: Students who feel, based on previous training or ministerial experience, that they have attained the competency described in a standard or standards may request in writing, “**credit for life experience**”. The request must include a thoroughly detailed statement of how the standard has been met and documentation (if appropriate). Students seeking “credit for life experience” for a specific standard must submit their request to their AGKSOM leadership PRIOR to the completion of their internship. Students seeking “credit for life experience” for the entire internship must submit a detailed request to the District Secretary of the Kansas District Council of the Assemblies of God mailed to that office.

Pastors/Mentors: The selection of appropriate pastor(s)/mentor(s) is critical to the success of the internship process. As used in this portfolio, “pastor/mentor” refers to that person overseeing the entire internship. Often the pastor/mentor is the senior pastor. The designated AGKSOM and District Leadership must approve the pastor/mentor. The pastor/mentor must be one who is fully cooperative and supportive of the ministries and policies of the District Council of the Assemblies of God. The pastor/mentor may want to include another minister who has outstanding qualifications to give the intern the “best practice” experience in a given area.

PASTOR/MENTOR QUALIFICATIONS

An appropriate and qualified mentor must...

- Be ordained or credentialed one level above the credential the student is seeking (except, of course, for ordination).
- Not be a relative of the student.
- Willingly follow the policies and guidelines of the AGKSOM internship process.
- Have demonstrated a proven ministry of cooperation & integrity.
- Have a minimum of 5 years of pastoral experience.
- Willingly invest significant time in the intern and the internship process.
- Refuse to serve as a mentor in those areas in which they lack the expertise or if their involvement is not in the best interest of the student.
- Refer students to others who have greater expertise in areas when it is in the best interest of the student.
- Willingly complete and submit the required AGKSOM Pastor/Mentor's Summary & Evaluation Reports and Pastor/Mentor's Statement/Letter along with the completed Student Summary Report & student's Prayer Journal Summary Report to the AGKSOM Administration at the end of the internship period. (Forms below)
- Be approved by the AGKSOM and District Leadership.
- Communicate concerns regarding the intern or the internship process with the AGKSOM leadership.

An appropriate and qualified Pastor/Mentor also implements the EIGHT T'S FOR MENTORING SUCCESS (by Jim Cathcart).

1. **TARGET** – Know where you want to go and why. There must be a clear goal toward which you direct your energies.
2. **TOOLS** – Get the necessary tools to do the job well. One of the greatest tools will be a bibliography of books written on the subject of the area of student assimilation.
3. **TRAINING** – Never stop reading and educating yourself in the work God has called you. Talent is limited to training.
4. **TIME** – Take enough time to do it right. Help people grow into the level of mastery they need for the job. Remember, you are taking time to train others.
5. **TRUTH** – Show those under you the ways that their performance fits into the whole picture. Those who only know how will almost always work for those who know why. The more you know, the higher you go.
6. **TRUST** – Give them room to grow. Trust them enough to allow them to exert initiative but not so much that you create great risk. Nothing advances until somebody does more than they have done before. And, no one does more than they have done before until someone trusts them and gives them room to grow.
7. **TRACKING** – Winners always know the score. Create a situation where they know at all times whether or not they are on track. Let them keep their own scorecard, too. As said by Dr. Ken Blanchard, "Feedback is the breakfast of champions."
8. **TOUCH** – Celebrate victories. Help people learn from their failures and inspire them to grow. Everything worthwhile is done within the context of relationship. Without human touch, support, and encouragement, there is no will to persist.

SELECTING A PASTOR/MENTOR

Students are to select an "appropriate and qualified" pastor/mentor who meets the standards outlined above.

In addition the student is encouraged to:

- Seek a pastor/mentor who exemplifies "best practice" in ministry.
- Recognize that more than one pastor/mentor may be needed.
- End the relationship if the pastor/mentor is unwilling or unable to commit the time needed, comply with AGKSOM standards, or fails to carry out other responsibilities.
- Recognize that their pastor may not be the best pastor/mentor in all areas and seek their recommendation for someone who can better serve.
- Request approval from AGKSOM administration for a desired mentor. Approval must be received before

students can begin their internship. Approval may be requested via email to agksom@agkansas.com. Approval could take up to three weeks.

- Develop a positive working relationship with their AGKSOM pastors/mentors based on mutual respect and passion for ministry.
- Pastor/Mentor & Student Interaction: The pastor/mentor and student are to meet together at the beginning of the internship and plan a feasible working strategy to fulfill the requirements. Non-structured interactions between the pastor/mentor and student are strongly encouraged.
- The pastor/mentor and student should meet and work together as close as their life schedules will allow during the internship.
- A minimum of 1 meeting for each standard is recommended.

PASTOR/MENTOR EVALUATION

- Students are required to meet the standards and objectives stated in this internship strategy. Students and mentors are to closely adhere to the process outlined in the “steps to completion” section of each standard, which are designed to insure the value and integrity of the internship process.
- Pastors/mentors are to hold students to a high standard of compliance and performance.
- Pastors/mentors are to evaluate the student’s efforts in relation to the stated objective and determine whether the student’s work is “excellent”, “average” or “unacceptable”. Any student whose efforts are deemed “unacceptable” in any standard will not receive credit for the internship.
- Students whose efforts are deemed “unacceptable” are to meet with the pastor/mentor to identify concerns and design a plan to repeat or create an appropriate substitute learning project.
- Pastors/mentors are to notify their AGKSOM leadership that the student’s work was deemed “unacceptable” and the steps they plan to take to help the student achieve an acceptable rating.
- The student may repeat the project as many times as needed.
- The pastor/mentor is to submit a statement/letter of not more than one page detailing their overall impression of the student’s capabilities and potential for ministry identifying strengths, weaknesses, and recommended improvements. This statement is to be submitted directly to the AGKSOM Administration along with the final Pastor/Mentor Summary & Evaluation Reports, Student Summary Report, and the Prayer Journal Summary Report.
- Pastors/mentors are to sign all report forms as indicated.
- Students may appeal any pastor/mentor decision to AGKSOM leadership.

INTERNSHIP FINAL REPORT

- Each student enrolled in the Internship Class will be responsible for filling out and submitting to their Pastor/Mentor his/her Student Summary Report & Prayer Journal Summary Report. These student reports along with the Pastor/Mentor Summary Report will be mailed by the Pastor/Mentor to the AGKSOM administration at the conclusion of the internship.
- The Internship Final Report will include:
 - Student Summary
 - Prayer Journal Summary
 - Pastor/Mentor Summary

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Standard 1: Personal Spiritual Growth

OBJECTIVE - to gain competence in the process of personal spiritual growth by...

- Keeping a prayer and devotional journal consistently for three months that includes:
 - Scriptures read
 - Scriptural insights
 - Prayer Needs
 - Answered Prayer
 - Insights gained from non-biblical reading
 - Reflections on your personal spiritual growth including insights, challenges and victories.

Steps to Completion:

- 1) Identify and recruit a qualified pastor/mentor for this standard.
- 2) Set aside specific times for prayer, reading, and devotions in order to fulfill this objective.
- 3) Review and discuss insights and questions with the pastor/mentor that grow out of your prayer and devotional life.
- 4) Complete a report (1 page maximum) that examines, evaluates, and identifies areas for improvement for your prayer and devotional life. Meet with and discuss your report with your mentor.

Standard 2: Strategic Planning

OBJECTIVE: To gain competence in strategic planning by one or more of the following...

- Leading a group of local church leaders through a process of planning and implementing a significant change in the life and ministry of the church.
- Leading a particular ministry within the church through a process of planning and implementing a significant change in the life and ministry of that particular ministry group.
- Participating in a church development/enrichment program facilitated by your Assemblies of God District.

Steps to Completion:

- 1) Seek an appropriate opportunity to fulfill this objective in consultation with your pastor/mentor, lay leadership, or others.
- 2) Review and discuss insights and questions regarding strategic planning with your pastor/mentor.
- 3) Complete a report (1 page maximum) that examines, evaluates, and identifies areas for improvement in strategic planning and leading change within the church. Meet with and discuss your report with your pastor/mentor.

Standard 3: Pulpit Ministry

OBJECTIVE: To gain competence in pulpit ministry by...

- Having a pastor/mentor and members of the congregation critique five (5) sermons that you preach.

Steps to Completion:

- 1) Seek an appropriate opportunity to fulfill the objective by recording each sermon and providing members of the congregation with an appropriate evaluative tool (such as the AGKSOM Sermon Critique Forms below or another). Send the recording to the pastor/mentor for their critique. Facilitate congregational feedback. Incorporate suggestions for improvement from the pastor/mentor and the congregants into the next sermon. Repeat this process until the standard is met.
- 2) Review and discuss insights and questions regarding sermon preparation, presentation, and skills with the pastor/mentor.
- 3) Complete a report (1 page maximum) that examines, evaluates, and identifies areas for improvement in your pulpit ministry. Meet with and discuss your report with your pastor/mentor.

Standard 4: Church Finance

OBJECTIVE: To gain competence in managing church finances by...

- Developing an annual church budget (actual or sample) to be evaluated by your pastor/mentor.

Steps to Completion:

- 1) Seek an appropriate opportunity to review church finances. Prepare a church budget for the coming year in consultation with the pastor/mentor, church treasurer and/or others.
- 2) Read and review the District manual for District Affiliated Churches.
- 3) Review and discuss insights and questions regarding church finances and budgets with the pastor/mentor.
- 4) Complete a report (1 page maximum) that examines, evaluates, and identifies areas for improvement in the management of church finances and the budgeting process. Meet with and discuss your report with your pastor/mentor.

Standard 5: Vision

OBJECTIVE: To gain competence in developing a vision by one or more of the following...

- Assembling a “vision team” in the local church or within a department of ministry of the church, and leading them through the vision discovery process.
- If the church has a vision statement, lead a team of lay leaders through the process of evaluating the church’s implementation of their vision in terms of its policies, procedures, practices, and budgets.
- Produce a vision statement or implementation report.

Steps to Completion:

- 1) Seek an appropriate opportunity to fulfill the objective by recruiting a “vision team” in consultation with the pastor/mentor, pastor, lay leaders, or others.
- 2) Review and discuss insights and questions regarding the value, use, and creation of a church vision statement with the pastor/mentor.
- 3) Complete a report (1 page maximum) that examines, evaluates, and identifies areas for improvement in the development and use of a church vision statement. Meet with and discuss your report with your pastor/mentor.

Standard 6: Required Reading

OBJECTIVE: To gain competence in a core area of intern's life/ministry.

Steps to Completion:

- 1) Request your mentor to recommend a book that he/she feels would meet a need in your life or ministry. The book may be related to one of the areas above or not.
- 2) Read the book.
- 3) Complete a report (1 page maximum) on the selected book to be turned in to your pastor/mentor and record highlights in your notes and observations on your Student Summary.

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