

Course: MS453-O Children's Ministry Internship

Credit: 3 Semester Hours

Semester: Fall 2020 (Cycles 2-3)

Instructor: Shaun LePage; shaun.lepage@calvary.edu; (816) 768-6971 (office); (785) 840-8568 (mobile), Madison Rm225 (office)

I. COURSE DESCRIPTION

This course is designed to provide the student opportunity for practical experience in a supervised internship program. During this course the student will apply academic concepts to practice. Permission of the program director is required for enrollment in this course. (Prerequisite: The student must have completed the junior year and 15 hours in the Professional Education academic discipline of their major. Fee: \$250)

II. OBJECTIVES

A. General competencies to be achieved. The student will be able to . . .

1. Understand the variety and complexity of children's ministry through first-hand experience. (PLO- #2 & #5) (A- A, B, C, D, E, F, & G)
2. Articulate passion for children's ministry and the leadership role in particular. (PLO- 1, 2, & 5) (A- C, D, E, F, & G)
3. Describe more clearly a specific, personal, God-given calling and unique gifting for children's ministry. (PLO- #1, 2, & 5) (A- C, D, E, F, & G)
4. Serve as an effective ministry leader in a children's ministry setting. (PLO- #1, 2, 3, 4, & 5) (A- B, D, & E)

B. Specific competencies to be achieved. The student will be able to . . .

1. Present affirmation by ministry leaders as to possession of the Christian character required for ministry. (PLO- #1) (A- D, F, & G)
2. Present affirmation by ministry leaders as to possession of basic interpersonal skills essential for effective children's ministry. (PLO- &3) (A- D, F, & G)

3. Present affirmation by ministry leaders as to his possession of effective communication skills essential for effective children's ministry. (PLO- #4) (A- D, F, & G)
4. Present affirmation by ministry leaders as to his possession of basic ministry skills necessary for effective children's ministry. (PLO- #5) (A- D, F, & G)
5. Plan and implement effective children's ministry. (PLO- #2, 3, 4, & 5) (A- A, B, D, F, & G)

III. REQUIREMENTS

A. Secure an internship location and supervisor.

1. Consult with the Course Instructor about identifying and securing an internship position in children's ministry in a local church or parachurch setting.
2. Contact a children's ministry leader to receive agreement for the student to serve an internship in his or her ministry setting and under his or her supervision (or that of another qualified ministry leader).
3. **Note:** The internship is not official until the Course Instructor has approved the internship plan submitted by the Internship Supervisor.

B. Complete all internship requirements.

1. **Note:** The maximum benefit for the student will occur with the maximum exposure to practical ministry; therefore, if at all possible, the student is encouraged to coordinate an internship that is longer than the required minimum length of 160 hours of supervised ministry.
2. The minimum internship requirements are as follows (**Note:** these are also describe in the *Internship Manual* posted to the Syllabus link in Canvas).
 - a. Teach 4 times.
 - b. Plan and lead a major event.
 - c. Meet weekly with the internship supervisor.
 - d. Attend committee and ministry leadership meetings.
 - e. Oversee a specific on-going aspect of ministry.
 - f. Plan and lead a large group meeting.
 - g. Meet with individual children outside of the regular meetings.
 - h. Observe meetings with individual families.
 - i. Write ministry communication (e.g., emails/texts, newsletter, event flyer).
 - j. Be observed by seasoned ministry leaders.

- k. Read a ministry related book, discuss its contents with the internship supervisor, and write a Critical Book Review to submit to the Course Instructor. (**Note:** Instructions for this assignment are posted in the assignment link in Canvas.)
- l. Make weekly journal entries.
- m. Contact the Course Instructor on a regular basis.
- n. Other ministry opportunities unique to the internship context.
- o. Conduct an end-of-Internship meeting with the Internship Supervisor.

- 3. **Note:** The internship is not completed until the student has submitted all the required documents and the intern has met with the Course Instructor for the required interview following the internship.

C. Keep a weekly journal.

- 1. **Every ministry week**, record the specific ministries observed and performed and the time spent in those ministry activities.
- 2. Following the record of ministry activities, **make appropriate observations** of experience gained, lessons learned, questions raised, and personal applications to make from the week's activities. (**Note:** The purpose of this journal is more than to record activities; it is to be a record that which will remind the student of lessons learned as well as a guide for needed further training or learning.)
- 3. Submit this journal to the Course Instructor as directed in the *Internship Manual*.

D. Minister as directed by the internship supervisor.

- 1. While the kinds of ministries to be performed are listed above and in the *Internship Manual*, it should be carefully noted that ministry opportunities vary from ministry to ministry.
- 2. Therefore, the internship supervisor is free to direct the intern to perform ministry responsibilities not specifically listed in the *Internship Manual* but which he deems appropriate for experiencing the full range of ministry in his given context.
- 3. **Note:** The intern and internship supervisor may freely contact the Course Instructor with any question concerning ministry opportunities.

E. Contact the Course Instructor during the internship.

- 1. Make personal contact with the Course Instructor at regular intervals during the internship experience as follows:
 - a. If the internship is full time (4 weeks), make contact as follows:

- i. During the 1st week.
 - ii. At the end of the 2nd week.
 - iii. During the final week.
 - b. If the internship is part time (8 weeks), make contact as follows:
 - i. During the 1st week.
 - ii. At the end of the 3rd week.
 - iii. During the final week.
2. The nature of the contact could begin with an email/text message, but must ultimately be by phone or face-to-face.
3. The purpose of these contacts is to affirm the progression of the internship as well as to process any concerns.

F. Submit all written assignments, reports, and evaluation forms.

1. These assignments, reports, and evaluations are all listed and described in the *Internship Manual*.
2. These should be completed according to the schedule presented in the *Internship Manual*.

G. Meet with the Course Instructor following the internship.

1. Schedule an appointment with the Course Instructor for a personal interview and evaluation after all assignments and written requirements have been submitted and all requirements in the *Internship Manual* have been completed.
2. Students living in the Kansas City area should make this appointment for no later than two weeks after completing the internship.
3. Students living out of state or at great distance from the campus at the completion of the internship will schedule the interview for the first week back on campus or as approved by the Course Instructor.
4. Those completing the internship on a part-time basis during the semester will schedule the interview one week after the completion of the internship.

IV. METHODS

- A. There are no in-class aspects** to this course.
- B. Out-of-class methods** include personal, practical experience in local church ministry, direct supervision of an experienced senior pastor, written

evaluation by the pastor and church, self-evaluation, and an interview with and evaluation by the Pastoral Ministry Department Chairman.

C. Grading.

1. Teaching Evaluations (4 @ 50 pts.): 200
2. Lay-Leader Evaluations (3 @ 50 pts.): 150
3. Internship Diary: 100
4. Self-Evaluation: 150
5. Internship Supervisor's Evaluation: 300
6. Critical Book Review: 50
7. Course Instructor Evaluation: 50

Total = 1000

V. MATERIALS

- A. Bible. The Bible is a required textbook in every course at Calvary University. To facilitate academic level study, students are required to use for assignments and research an English translation or version of the Bible based on formal equivalence (*meaning that the translation is generally word-for-word from the original languages*), including any of the following: New American Standard (NASB, English Standard Version (ESV), New King James (NKJV), or King James (KJV). Other translations and versions based on dynamic equivalence (*paraphrases, and thought-for-thought translations like NLT and NIV*) may be used as supplemental sources. Please ask the professor if you have questions about a particular translation or version.
- B. *Internship Manual* [posted in the Syllabus link in Canvas]

VI. NOTES

- A. **About Disabilities:** Students with disabilities have the responsibility of informing the DSS Coordinator (dss@calvary.edu) of any disabling condition that may require support.
- B. **About Assistance for All Course Assignments:** The Clark Academic Center (learning@calvary.edu), located in the library building, is dedicated to providing free academic assistance for all CU students. Student tutors aid with all facets of the writing process, tutor in various subject areas, prepare students for exams, and facilitate tests. Please take advantage of this service.
- C. **About Changes to this Syllabus:** The instructor reserves the right to make changes to this syllabus at any time during the course, but any changes made will only be done after clearly communicating the need for the change and the

specific change to be made via in-class announcement and Canvas announcement.

- D. **About Written Assignments:** All class papers must follow the Turabian style according to *A Manual for Writers of Research Papers, Theses, and Dissertations*, 8th edition and the Calvary Style Guide, 2019 update.
- E. **About Plagiarism:** Plagiarism is defined as copying any part of a book or paper without identifying that source. This also includes taking another person's ideas and presenting them as your own without identifying the source. Any assignment that includes plagiarism will receive a zero (0) grade.
- F. **About Course Grade:** See the grading scale in the University Catalog for specific grading scale that will be used for final course grade.