



GracePolarisChurch

## Pastoral Internship Program

Thanks for considering the Pastoral Internship Program at Grace Polaris Church! For over 50 years our church has been committed to Jesus Christ and to the proclamation of His Gospel, as expressed in our mission statement:

Grace Polaris Church exists to honor God by multiplying devoted followers of Jesus through worship, community, training, and witness.

The biblical commission to make disciples of all nations is critically urgent. Therefore, it is equally pressing to develop leaders of local churches who will be adequately equipped to stand firm in Christ and lead the Church into the future.

We are committed to leadership development and are asking God to raise up men of good character and integrity as leaders in His Church around the world. Our Pastoral Internship Program allows us to intentionally and systematically develop leaders who are committed to the Kingdom of Christ and the building of His Church. Below you will find a more detailed overview, description, and application for the Pastoral Internship Program. Our hope is not simply to offer experiences, but to encourage love and devotion to Christ and obedience to His calling.

**Please complete these prompts and email completed items to [Zac.Hess@GracePolaris.org](mailto:Zac.Hess@GracePolaris.org) by March 1.**

- 1** Complete the enclosed Application for Employment document, including names and email addresses for three references (one being a pastor).
- 2** Include a copy of your résumé.
- 3** On a separate document, answer the following questions:
  - How did you become a Christian?
  - Describe the circumstances of your baptism (setting, church involvement, age, etc.).
  - How did you hear about Grace Polaris Church's Pastoral Internship Program?
  - Why do you want to intern at Grace Polaris Church?
  - What do you expect to learn during the course of the Pastoral Internship Program?
  - Describe the local church you currently attend and your involvement there.
  - What kind of ministry/service do you think God is leading you to?

If you are interested in leadership of the local church, we hope the Pastoral Internship Program at Grace Polaris Church can be of assistance to you. Please contact us with any further questions.

Sincerely,

The Pastoral Staff of Grace Polaris Church

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#### Worship Center

8225 Worthington Galena Road  
Westerville, Ohio 43081

#### Administrative Offices

8724 Olde Worthington Road  
Westerville, Ohio 43082

#### Mailing Address

PO Box 1650  
Westerville, Ohio 43086

#### GracePolaris.org

614-888-7733

# Pastoral Internship Program

## Overview

The Pastoral Internship Program at Grace Polaris Church seeks to develop and invest in potential ministry leaders who display godly character, giftedness, and interest in local church leadership. This is done by providing structured ministry opportunities and intentional personal investment for the intern.

## Description

The Pastoral Internship Program program lasts approximately ten weeks (from early- to mid-May through early August) and is available for men enrolled in college or seminary. The goal of the program is to assist men in their preparation for ministry in a local church setting. It is not meant to be a comprehensive assessment of the participants' gifts and abilities, but is rather designed to introduce them to the life of pastoral ministry.

## A Typical Week

The intern will split his time between ministry observation (such as ministry leader meetings), assistance (such as planning and administration), participation (such as small groups and teaching), and reflection (such as intern investment meeting, reading, and writing). Interns will be responsible for various reading and writing assignments, small group discussion and reflection, as well as teaching and leading opportunities.

The intern will be expected to attend staff meetings, elder's meetings, pastoral meetings, all public services, staff prayer times, intern investment meetings, weekly service reviews, weddings, wedding rehearsals, funerals, and any miscellaneous meetings that arise throughout the week. The intern is expected to schedule individual lunches with at least three church elders and each member of the pastoral staff. The intern should also schedule individual lunches with three people who have been at the church for more than ten years and three people who have been at the church less than ten years. These meetings provide deeper insight into the history of the local church and the lives of the church's leaders.

## Reading & Assignments

### BOOKS \*

- *Gaining by Losing*, J.D. Greear
- *The Trellis and the Vine*, Colin Marshall & Tony Payne
- *Memoirs of an Ordinary Pastor*, D.A. Carson
- A ministry biography/history book
- One additional book selected by the pastoral staff

\* If one of the required books has already been read, a different book may be substituted.

### ASSIGNMENTS

- One two-page book response for each reading
- Case studies: written and verbal responses to situations that arise in ministry related to leadership, vision, theology, and shepherding
- Intern evaluation: written and verbal evaluation of the intern's character, gifts, abilities, strengths, and weaknesses
- Weekly reports: written reports that allow the intern to put forth questions and personal responses to what God is teaching them and what they are learning during the program

# Application for Employment

## Personal Contact Information

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FIRST NAME

---

MIDDLE NAME

---

LAST NAME

---

CURRENT STREET ADDRESS

---

CITY

---

STATE

---

ZIP

---

YEARS AT THIS ADDRESS

---

PHONE NUMBER

---

CELL PHONE NUMBER

---

EMAIL ADDRESS

## General Information

For what position are you applying? \_\_\_\_\_

Time Classification:              Full time                      Part time

Date available to begin work: \_\_\_\_\_

Desired rate of pay: \_\_\_\_\_

Pay Schedule:                      Hourly                      Weekly                      Annually

Are you a US citizen?              Yes                      No

Have you ever been bonded?                      Yes                      No

If yes, explain:

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Were you previously employed at Grace Polaris Church?

Yes

No

If yes, when? \_\_\_\_\_

List any friends or relatives who work for Grace Polaris Church.

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Why do you desire to work for Grace Polaris Church?

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Would you be willing to have a physical examination before becoming employed?

Yes

No

Have you ever been indicted for, convicted of, or plead guilty to child abuse or a crime involving actual or attempted sexual molestation of a minor?

Yes

No

Have you ever been convicted of a felony?

Yes

No

## Personal Testimony

Write a short statement on the foundations of your Christian faith.

What church do you attend? \_\_\_\_\_

Are you a member of that church? \_\_\_\_\_

Yes

No

How long have you attended that church? \_\_\_\_\_

## Educational Background

\_\_\_\_\_  
HIGH SCHOOL NAME & ADDRESS

\_\_\_\_\_  
COURSE OF STUDY

\_\_\_\_\_  
NUMBER OF YEARS COMPLETED

\_\_\_\_\_  
UNDERGRADUATE SCHOOL NAME & ADDRESS

\_\_\_\_\_  
COURSE OF STUDY

\_\_\_\_\_  
DIPLOMA/DEGREE

\_\_\_\_\_  
NUMBER OF YEARS COMPLETED

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GRADUATE SCHOOL NAME & ADDRESS

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COURSE OF STUDY

---

DIPLOMA/DEGREE

---

NUMBER OF YEARS COMPLETED

---

TECHNICAL SCHOOL NAME & ADDRESS

---

COURSE OF STUDY

---

DIPLOMA/DEGREE

---

NUMBER OF YEARS COMPLETED

## Work Experience

Start with your present or most current occupation.

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OCCUPATION TITLE

---

EMPLOYER

---

STARTING & FINAL INCOME AMOUNT

---

ADDRESS

---

TELEPHONE NUMBER

---

SUPERVISOR

---

DESCRIBE RESPONSIBILITIES

---

DATES EMPLOYED

---

REASON FOR LEAVING

May we contact this employer?

Yes

No

---

OCCUPATION TITLE

---

EMPLOYER

---

STARTING & FINAL INCOME AMOUNT

---

ADDRESS

---

TELEPHONE NUMBER

---

SUPERVISOR

---

DESCRIBE RESPONSIBILITIES

---

DATES EMPLOYED

---

REASON FOR LEAVING

May we contact this employer?

Yes

No

---

OCCUPATION TITLE

---

EMPLOYER

---

STARTING & FINAL INCOME AMOUNT

---

ADDRESS

---

TELEPHONE NUMBER

---

SUPERVISOR

---

DESCRIBE RESPONSIBILITIES

---

DATES EMPLOYED

---

REASON FOR LEAVING

May we contact this employer?

Yes

No

## Specialties & Training

Describe any specialized training, skills, extra-curricular activities, volunteer work, etc.

## References

Do not include family members or past supervisors.

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NAME

---

PHONE NUMBER

---

BEST TIME TO CALL

---

OCCUPATION

---

NAME

---

PHONE NUMBER

---

BEST TIME TO CALL

---

OCCUPATION

---

NAME

---

PHONE NUMBER

---

BEST TIME TO CALL

---

OCCUPATION

## **Applicant's Statement**

I hereby certify that the information given in this application is true and complete.

I understand that providing false or misleading information given in my application or interviews may result in discharge.

I authorize investigation of all statements contained in the application for employment as may be necessary in arriving at an employment decision. I give my permission to Grace Polaris Church and its agents to contact all of the references, and obtain information about (but not limited to) credit, criminal background, and driver's record. I release Grace Polaris Church and its agents from liability for relying on any information received during the application and interviewing process. I also release all employers and individuals from liability for furnishing the information about me.

I understand and acknowledge that any employment relationship with the organization is of an "at will" nature, which means that the employee may resign at any time and the employer may discharge the employee at any time with or without cause. It is further understood that this "at will" employment may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

I agree that for so long as I am employed, I will conform my conduct to the rules of the organization.

SIGNATURE OF APPLICANT

DATE

As a church and nonprofit organization, we are exempt from the Unemployment Compensation Act. We are an Equal Opportunity Employer.

# Statement of Faith

## Introduction of Beliefs

We of the Fellowship of Grace Brethren Churches, in harmony with our historic position, believing the Bible, the whole Bible, and nothing but the Bible to be our infallible rule of faith and of practice, and feeling our responsibility to make known the divine message of the Bible, present the following articles as a statement of those basic truths taught in the Bible which are common to our Christian faith and practice:

## Core Beliefs and Truths

### THE BIBLE

The Word of God, the sixty-six books of the Old and New Testaments, verbally inspired in all parts, and therefore wholly without error as originally given of God (2 Timothy 3:16; 2 Peter 1:21).

### THE ONE TRUE GOD

Existing eternally as three persons, the Father, the Son, and the Holy Spirit (Luke 3:22; Matthew 28:19; 2 Corinthians 13:14).

### THE LORD JESUS CHRIST

His preexistence and deity (John 1:1-3), incarnation by virgin birth (John 1:14; Matthew 1:18-23), sinless life (Hebrews 4:15), substitutionary death (2 Corinthians 5:21), bodily resurrection (Luke 24:36-43), ascension into heaven and present ministry (Hebrews 4:14-16), and coming again (Acts 1:11).

### THE HOLY SPIRIT

His personality (John 16:7-15), and deity (Acts 5:3-4); and His work in each believer: baptism and indwelling at the moment of regeneration (1 Corinthians 12:13; Romans 8:9); and filling (Ephesians 5:18) to empower for Christian life and service (Ephesians 3:16; Acts 1:8; Galatians 5:22-23).

### MAN

His direct creation in the image of God (Genesis 1:26-28), his subsequent fall into sin resulting in spiritual death (Genesis 3:1-24; Romans 5:12), and the necessity of the new birth for his salvation (John 3:3-5).

### SALVATION

A complete and eternal salvation by God's grace alone, received as the gift of God through personal faith in the Lord Jesus Christ and His finished work (Ephesians 2:8-9; Titus 3:5-7; 1 Peter 1:18-19).

### THE CHURCH

One true Church, the body and the bride of Christ (Ephesians 1:22-23; 5:25-32), composed of all true believers of the present age (1 Corinthians 12:12-13); and the organization of its members in local churches for worship, for edification of believers, and for world-wide gospel witness, each local church being autonomous but cooperating in fellowship and work (Ephesians 4:11-16).



## **CHRISTIAN LIFE**

A life of righteousness, good works, and separation unto God from the evil ways of the world (Romans 12:1-2), manifested by speaking the truth (James 5:12), maintaining the sanctity of the home (Ephesians 5:22-6:4), settling differences between Christians in accordance with the Word of God (1 Corinthians 6:1-8), not engaging in carnal strife but showing a Christ-like attitude toward all men (Romans 12:17-21), exhibiting the fruit of the Spirit (Galatians 5:22-23), and maintaining a life of prayer (Ephesians 6:18; Philippians 4:6), including the privilege, when sick, of calling for the elders of the church to pray and to anoint with oil in the name of the Lord (James 5:13-18).

## **ORDINANCES**

The Christian should observe the ordinances of our Lord Jesus Christ, which are (1) baptism of believers by triune immersion (Matthew 28:19) and (2) the threefold communion service, consisting of the washing of the saints' feet (John 13:1-17), the Lord's Supper (1 Corinthians 11:20-22, 33-34; Jude 12), and the communion of the bread and the cup (1 Corinthians 11:23-26).

## **Governing Policy Insert:**

### **1.8 HUMAN SEXUALITY**

We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman. We believe that any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery, or pornography is a sinful perversion of God's gift of sex (Gen 2:24; 19:5-7; Lev 18:1-30; Rom 1:26-29; 1 Cor 5:1; 6:9,10; 1 Thess 4:1-8; Heb 13:4). We believe that the only legitimate marriage is the joining of one man and one woman (Gen 2:24; Rom 7:2; 1 Cor 7:2-9; Eph 5:31-33).

I am in agreement with the Grace Polaris Church Statement of Faith and the Governing Policy inserted above with the following exception(s):

## **SATAN**

His existence and personality as the great adversary of God and His people (Revelation 12:1-10), his judgment (John 12:31), and final doom (Revelation 20:10).

## **SECOND COMING**

The personal, visible, and imminent return of Christ to remove His Church from the earth (1 Thessalonians 4:16-17) before the tribulation (1 Thessalonians 1:10; Revelation 3:10), and afterward to descend with the Church to establish His millennial kingdom upon the earth (Revelation 19:11-20:6).

## **FUTURE LIFE**

The conscious existence of the dead (Philippians 1:21-23; Luke 16:19-31), the resurrection of the body (John 5:28-29), the judgment and reward of believers (Romans 14:10-12; 2 Corinthians 5:10), the judgment and condemnation of unbelievers (Revelation 20:11-15), the eternal life of the saved (John 3:16), and the eternal punishment of the lost (Matthew 25:46; Revelation 20:15).

SIGNATURE

DATE