

SANCTUARY INTERNSHIP PROGRAM

Program Description: We're eager to meet and partner with young adults who have a growing relationship with God, a desire to impact the world with the love and message of Jesus Christ, and a passion for the Sanctuary ministry.

Duration: May – August (Summer), September-May (Leadership Development)

Application Deadline: May 6th (Summer), August 3rd (Leadership Development)

Note: Unpaid internships can begin at any point in the year – get in touch with us for more information!

General Qualifications/Requirements: For any young adult (18-30 and at least completed High School) accepting a position of interning at Sanctuary means you share our commitment to living a life that reflects our Mission and Core Values (see below). This commitment must be based on the firm conviction that no matter what role a person plays on our team, integrity is essential. Those we serve must see a consistency in our faith and how we express that faith in our daily lives and in our service together. In other words, “how” we live and serve is as important as “what” we do in our individual roles and responsibilities. Interns are expected to work 20 hours from Sanctuary: 6 hours on Sunday, 14 during the week as described in the General Intern Experience and Focus Areas below

General Intern Experience:

- Help run Sanctuary Sunday services. Participate in planning meetings and help lead the service. Also help with various components of the service (expected to be here 3:30-9:30pm on Sundays).
- Develop one area of Sanctuary. The intern will pick one area of ministry (i.e. worship, hospitality, tech, outreach, prayer, social media, missions, etc.) to develop over the course of their internship. They will research best practices in this field, develop a plan to improve this area of ministry then implement the plan.
- Complete and discuss readings on spiritual growth, church leadership, church growth and discipleship as given by the Director of Sanctuary. Readings will be discussed at weekly intern homerooms with other interns.
- Meet with Director of Sanctuary monthly to discuss the ministry and their spiritual and leadership development.
- Participate in other Sanctuary Ministries as needed (i.e. Revive Conference).

Focus Areas:

- Business & Serving
- Music
- Tech
- Guest Services
- Creative
- Pastoral

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Role Descriptions:

Business & Serving

- In addition to general intern experience, the Business Admin focus will:
 - Work with the Director of Serving to develop serving team infrastructure
 - Evaluate Sanctuary budget and balance future plans
 - Develop creative ways to promote and encourage the spirit of generosity at Sanctuary
 - Enter spiritual development steps for Sanctuary members into database system with Director of Serving
 - Improve internal communication throughout the week and especially at our Sunday night services by assuming the role of Service Coordinator

Music

- In addition to general intern experience, the Music focus will:
 - Work with Director of Worship on developing Sanctuary Band through team night events
 - Serving either on platform or behind the scenes for Revive Conference
 - Creating a silent mic (Music Director of MD) position on platform
 - Write sheet music for band vamp instrumentals during announcements
 - Write instrumental music for Sanctuary walk in videos
 - Other tasks assigned by Director of Worship

Tech

- In addition to general intern experience, the Tech focus will:
 - Work with Director of Worship and Director of Tech on developing tech team
 - Create “trained up” videos for various tech AND serving teams at Sanctuary
 - Serve on all of the different tech team positions (ProPresenter, Lights, Camera, Camera Switcher, Audio)
 - Serve at Revive Conference
 - Develop and improve sound quality at Sanctuary services by researching best mixing practices. (live show sound such as Hillsong church or Bethel church)
 - Better sound quality for our livestream

Guest Services

- In addition to general intern experience, the Guest Services focus will:
 - Develop an effective first impressions plan for our hospitality team and communicate with team leader(s)
 - Make our guest follow-up practices easier and more effective.
 - Communicate with cafe team leaders to create ways to improve cafe
 - Create new teams such as ushers, door greeters, parking, etc. to improve first impressions
 - Rewrite connect dinner curriculum

Creative

- In addition to general intern experience, the Creative focus will:
 - Create social media posts promoting, capturing, and recapping all Sanctuary events
 - Find creative ways to post scripture on Instagram and Facebook
 - Create Instagram stories 1-2x/week (iPhone lock screens are a possibility)
 - Research social media strategies and apply to Sanctuary

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- Improve Sanctuary aesthetic for Sunday night services and other events
- Redo Sanctuary page on blackrock.org/sanctuary
- Other creative tasks Director of Sanctuary and Director of Communications assigns

Pastoral

- In addition to general intern experience, the Pastoral focus will:
 - Meet up with one Sanctuary member and at least one new Sanctuary member every week
 - Write messages and practice in front of Director of Sanctuary and other interns (Preachers Workshop)
 - Lead and Speak at a Midweek Event and/or Easton Campus
 - Improve college outreach by meeting with campus administrators and creating events and ideas for the school year
 - Serve on a local mission trip / ministry this summer (i.e. Urban Impact, Bridgeport Rescue)

Sanctuary Core Values

(The Heartbeat of Our Church)

- 1. Jesus is our message**
 - The purpose of Sanctuary is to share the hope of Jesus; his grace is our message. Methods we use to communicate this will come and go, but our message will remain the same.
- 2. People are our passion**
 - Our heart is for ALL people because Jesus loves ALL people. We believe our light shines brightest in the darkest settings, and we unashamedly, unapologetically desire to reach those furthest from God while building the spiritual maturity of every person in our community.
- 3. Honor is our calling**
 - We are intentional to be honoring in all circumstances. Our words uplift others, protect reputations, and believe the best for others. We submit to leadership and are thankful for spiritual authority. We always remain teachable, humble, and prayerful.
- 4. Mercy is our default**
 - We are all works in progress. As we remember how much mercy we have been shown, our instinct will be to show mercy to others; to those in need, to those that have wronged us, to everyone.
- 5. Generosity is our privilege**
 - We believe in the God of the extra mile. Generosity is about giving more than what is required. We're generous with our time, talents, and treasure as a *starting place*. We realize that giving isn't about what Jesus wants *from* us, but what He wants *for* us.
- 6. Excellence is our spirit**
 - We are committed to doing the best with what we have. We're prepared, focused, and engaged. We don't do things halfway. If we're going to do something, we're going to do it to the best of our abilities.
- 7. Servant leadership is our identity**
 - The greatest leadership is service to others. If you are too big to serve then you are too small to lead. Every leader is a servant first. From setup to sermons, everyone serves. Although roles will vary, each is vitally important to our mission.
- 8. Passion is our anthem**
 - Passion drives us. From our worship to our service we do it with Holy Spirit energy.