

OPEN AIR CAMPAIGNERS, U.S., Inc

INTERNSHIP
Job
Guidelines



Open Air Campaigners
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OPEN AIR CAMPAIGNERS, U.S., INC.

JOB GUIDELINES

INTERN

PURPOSE

The purpose of the Intern in Open Air Campaigners is to receive instruction and training in OAC methods, techniques and ministry in order to qualify for a full-staff position.

OBJECTIVES

The purpose is fulfilled through the following objectives:

- * Internship allows an individual to gain knowledge and experience in the ministry of Open Air Campaigners;
- * Internship allows OAC to steadily evaluate the performance of the Intern according to his/her responsibilities and duties;
- * Internship provides a learning environment whereby the Intern can consult with the Branch Director in planning, promotion and carrying out Branch ministry.

ACCOUNTABILITY

The Intern is accountable to his/her Branch Director.

QUALIFICATIONS

- * Personally accepted Jesus Christ as Lord and Savior;
- * Be a spiritually mature person, evidencing consistent fruits of the Holy Spirit resulting in a life truly surrendered to God and controlled by the Holy Spirit;
- * Possess a genuine burden for the lost and a burning desire to see the Gospel clearly proclaimed, particularly through effective open-air evangelism;
- * Demonstrate experience and zeal in Christian service and be assured of a call into missionary service;

- * Exhibit a restful trust in God for the supply of all spiritual, emotional, physical and financial needs;
- * Have a background of experience and training which has equipped them for specific ministry with OAC as deemed necessary by the mission;
- * Be a member, in good standing, of a Bible-believing church;
- * Have documented proof of ordination, commissioning, licensing or other form of official acknowledgment from their local church indicating approval of this individual to missionary service;
- * Display soundness of faith and doctrine and have accurate knowledge of the fundamental truths of the Scriptures;
- * Be able to communicate clearly;
- * Manifest a love for God as demonstrated by communion with God and the study of His Word;
- * Able to work harmoniously with others;
- * Display a cheerful willingness of prompt obedience to those God has placed in authority over them;
- * Manifest a team spirit and willingness to serve both as a team leader as well as team member;
- * Willing to abide by the Articles of Incorporation, Bylaws and Policy Manual of Open Air Campaigners.

FUNCTION

How appointed

Appointment to Internship is made by the National Board of Directors upon recommendation by the Training & Recruitment Director and after an interview between the prospective Intern and the National Board takes place.

Length of appointment

An Intern generally serves as such for a period of two (2) years. This time frame can be modified upon the request of the Intern, Branch Director and/or Training & Recruitment Director. Should termination of ministry be desired by the mission or the Intern during this period, a minimum of three months notice should be given, unless there is just cause for an earlier termination of ministry.

Conduct

Interns shall at all times conduct themselves in a manner bespeaking a servant of the Lord and Christian gentleman/lady, keeping in mind that his/her conduct reflects upon the Lord, the mission, and them personally.

Authority

The Intern has authority to carry out specific ministry duties as assigned by his/her Branch Director.

RESPONSIBILITIES

- * Abide by the Bylaws and Policy manual of the mission;
- * Communicate with the Branch Director at least on a weekly basis;
- * Maintain a regular ministry schedule as developed jointly by the Intern and Branch Director;
- * Communicate with supporters at least six times each year (phone / correspondence / personal visit / etc.);
- * Devise and implement a personal deputational ministry;
- * Represent the mission in churches and educational institutions;
- * Attend the annual staff conference in its entirety;
- * Develop a time table by which the Intern can step into the work on a full-time basis, as approved by the Branch Director;
- * Participate in Intern training opportunities as specified by the Branch Director.

DUTIES

- * Meet with the Branch Director on a weekly basis for evaluation of ministry, training and finances;
- * Minister with OAC at least one day a week (8 hours per day), with their involvement in OAC ministry increasing to at least three days per week toward the middle of the Internship period;
- * Submit meeting reports and any other local Branch reports to the Branch Director on a monthly basis;
- * Communicate with supporters at least bi-monthly (six times each year), by newsletter. Such newsletters are to be approved by the Branch Director before they are mailed;
- * Present the OAC ministry to churches, groups and individuals who may want to be a part of the Intern's support base;
- * Obtain prayer and business cards;
- * Attend Branch Committee meetings as requested;
- * Send all ministry contributions personally received to the OAC Accounting office.

RELATIONSHIPS AND COMMUNICATION

- * Open communication and healthy ministry relationships are essential ingredients to a God-honoring operation. The following are some primary and secondary relationships we need to maintain carefully:

Primary

- * Board of Directors
- * Management Team
- * Branch Director
- * Local branch staff
- * Local branch volunteers
- * Branch committee members
- * Local church leaders
- * Prayer and financial supporters

Secondary

- * General Christian public
- * Other mission agencies and mission personnel
- * Christian colleges and school

STANDARD OF PERFORMANCE

At least once every six months, the Intern is to receive an evaluation by his/her Branch Director. The information from such evaluations will be made available to the Training & Recruitment Director.