

ACTS 2022-23 Intern

From: M Bret Blackford (bret_blackford@yahoo.com)

To: mckuneke@gmail.com

Cc: actsaj@gmail.com; jbritzmann@mcknightcrossings.org

Date: Tuesday, February 22, 2022, 05:49 AM CST

Katie,

Attached are key documents associated with the ACTS Intern, including the signed offer letter. I've attempted to attach related key documents so they might be easier to find at a later date when we are looking for the next intern.

We are excited to bring Jeff McMillian on as an intern and pray he will bless the ACTS ministry.

Let me know if you need anything else from the McKnight office. I've also CC'd Jeannie Britzmann on this email so she has a copy of the signed offer as well as keeping her in the loop should you have any additional questions.

--- Bret



ACTS Intern Application - Jeff McMillian.pdf
639.2kB



Feb 2022 ACTS Intern Offer.pdf
981.9kB



Code of Ethics - Intern.docx
18.6kB



Fall 2022 ACTS Student Internship Expectations.docx
14.1kB



February 18, 2022

Hello Jeff,

Thanks for serving ACTS: the Association of Christian Truth-Seekers! We are pleased with the direction the ACTS Ministry is taking and you are a part of that exciting plan. We are happy to have you work with Katie Holloway, the campus minister. You will report to her directly.

In your role, you will be responsible for the spiritual development and execution of aspects of the ACTS ministry (as outlined in the Student Internship Expectations Document). Your role will focus on relationship, outreach, and leadership development. The start date will be Monday, August 15 and the end date for the fall semester internship will be Friday, December 16.

Your intern position will be reevaluated at the end of the 2022 Fall Semester with a potential renewal of the internship for the 2023 Spring Semester. You will be paid \$154 per week (\$22 per day) with the expectation that you work no more than 10 hours per week, and you will communicate to Katie if you feel an exception is necessary. This is a part time position (less than 30 hours per week) so there are no employee benefits such as vacation, paid holiday, sick leave, insurance, or retirement.

Employment with the Church is at will unless otherwise stated in a written agreement signed by the President of the Church. Your at-will employment means that either the Church or you may terminate the employment at any time and for any reason, with or without notice.

We look forward to our service together at McKnight Crossings church of Christ.

Blessings,

A handwritten signature in blue ink that reads "Bret Blackford" followed by the date "Feb. 21, 2022".

Bret Blackford

Elder of McKnight Crossings Church of Christ & Campus Ministry Committee Chair



St. Louis Campus Ministries Application

Date: 1-26-22 Email/Phone jmcml102317@fontbonne.edu

Name Jeffery Wells McMillian Age 19 Sex M

Marital Status: Single Married Divorced Spouse Name _____

Current Mailing Address 3950 Natural Bridge Avenue

City St. Louis State MO Zip 63107

Which of the following interest you? (Circle all that apply) Fall Internship

Fall/Spring Internship

Internship that could lead to full-time campus ministry

How did you hear about the Internship? AJ Bennett

If now attending school, please give name of school, when graduating, and your field of study

Fontbonne University 2024 Accounting/Business major

If now employed, please give name of employer and job description University City

Public Library Part Time Librarian

What Congregation do you presently attend? Christ Fellowship Bible Church

Do you receive any special care or have you had attention for physical and/or emotional health?

Explain: NO

Are you taking any kind of medication? NO What type and why? _____

> Have you been on any mission trips out of the country? Where/How long? Do you speak any languages other than English?

NO

> Please give us a short spiritual biography, indicating events and people that have significantly affected your walk with Christ.

I had the benefit of being raised in a Christian home and I confessed the faith from a young age. Throughout my life I tried my best to live separate from the world out, it wasn't until Covid hit in 2020 that I really started to learn scripture. And in my freshman year of college I made the decision to surrender my life to Christ and apply scripture to every part of my life. Shortly after I made the decision to get baptized in January of 2021. And by God's grace he has kept me day by day!

> What do you hope to gain from this Internship? What are specific areas of interest (worship, teaching, hospitality, outreach, administration, council...)

Recently this past semester we started the first ACTS bible study at Fontbonne. So I hope over this time at the internship I can develop my outreach, teaching, and leadership skills.

> Please supply two references with phone numbers, and indicate their relationship to you.

1. Pastor Geoffrey Kirkland 661-775-3846

2. Acts Leader AJ Bennett 314-308-1746

Date: _____

Code of Ethics for Campus Ministry - _____ Intern Name

I humbly accept God’s call to servant leadership in Christ’s Church by service through ACTS Campus Ministry. I commit to serving and honoring Christ and the Church to the best of my ability. I will strive to LOVE GOD with all my heart, soul, mind, and strength and to LOVE OTHERS as Jesus did. As further affirmation of my commitment, I pledge to fulfill all the public and private actions set forth in my personal Code of Ethics.

- I will maintain a disciplined ministry in such ways as setting aside time for prayer, Bible study and reflection.
- I will strive to maintain balanced family relationships.
- I will strive to maintain sexual integrity, financial responsibility and positive health habits.
- I will set physical and emotional boundaries and will refrain from engaging in inappropriate sexual, seductive, or erotic behavior. The relationship between a person and an intern/leader must be one of mutual respect. Ministry leaders play a key role in assisting students in areas of growth including self-worth and the development of a healthy identity as a sexual being.
- I will seek to support all colleagues in ministry by building constructive relationships wherever I serve, both with the Campus Ministry Committee members, ministerial staffs, volunteer staff, mentors, partnering churches, elders, deacons, Interns and student leadership.
- I will hold in confidence any privileged communication received by me during the conduct of my ministry. I will not disclose confidential information in private or public except when I am convinced that the sanctity of confidentiality is outweighed by my well-founded belief that the person will cause imminent, life-threatening or substantial harm to self or others, or unless the privilege is waived by those giving the information.
- I will show my personal love for God as revealed in Jesus Christ in my life and ministry, as I strive to preserve the dignity, maintain the discipline, and promote the integrity of the ministry to which I have been called.
- I believe in the gospel of Jesus Christ and affirm the role and goal of the Christian evangelist. I do not believe that this justifies any means to fulfill that end. I will not pursue any coercive techniques or manipulative appeals that bypass a person’s critical faculties, play on psychological weaknesses, undermine relationships with family or mask the true nature of Christian conversion.
- I submit to the authority of Christ. I submit to the authority of God’s Word in Scripture. I affirm the need for every person to have a saving relationship with Christ.
- I will seek as a priority maintaining unity in Christ.

Signature (Campus Ministry Intern)

Date

Signature (Campus Minister)

Date

Signature (Campus Ministry Committee Member)

Date

ACTS Campus Ministry Internship – Late Summer/Fall 2022 *with possible Spring Semester extension*

Our Vision: Students knowing Christ, making Christ known
Our Mission: To make investments that lead to lives immersed in Christ

Discipleship Flow

1st year student <- Upper-class <- ACTS Mentor <- Campus Director

Objectives and Expectations

10 Hours/Week

1. Campus Outreach – Continuously build a strong growing faith community of student disciples of Christ and find or create environments to connect with those who are not disciples of Christ. Serve/help with ACTS large group.

- a. New student connections in summer and assist with orientation outreach and development team.
- b. Participation and invites to ACTS meetings, Bible studies, events and gatherings.
- c. Assist in developing a structure for outreach focus team-delegate, counsel and empower.

2. Discipleship/Outreach meetings – Plan for 3 meetings each week with a male student plus a bi-weekly 90-minute meeting with Katie to process and pray.

- a. Rotate with non-Christian students
- b. Rotate with ACTS student
- c. Consistent regular meeting with a 1st year

3. Curriculum/Ministry structure development – One or more of the below (discuss choice together).

- a. Leadership and discipleship curriculum training for student leaders
- b. Development and implementation of Mentor/Discipleship groups
- c. High School/College transition program development
- d. Development and implementation of multi-campus integration plan

4. Personal/Development – It is expected you maintain disciplines of spiritual growth in your relationship with Christ – prayer, scripture reading, quiet time, etc.. Maintain ethical integrity – sign code of ethics.

- a. Bi-weekly 1.5-hour meeting with campus minister for processing/accountability and leadership learning.
- b. Alternating with meetings with campus minister, bi-weekly meetings with a male mentor to establish goals specific to the spiritual growth needs of the intern and to pursue these goals through one-on-one discipleship.
- b. Once each semester, prepare and present at an ACTS large group
- d. Twice a semester, Sunday visit to supporting church to present lesson or share with youth, eldership, or congregation. This is a critical piece of connecting with the larger ACTS family by creating connection with supporters about what God is doing in the hearts of students and by inspiring continued engagement. In addition, this is a valuable way for the intern to grow in church leadership and communication.

Events

Organize & Lead – Intern should select 1 of the following events (per semester) to organize and lead: Freshmen Orientation Activity, Spiritual Eyes Trips, Worship Night, Daily Reading Challenge, Men's Retreat.

Mentor & Guide – Intern should select 1 of the following events (per semester) to mentor and guide another student in organizing & leading: ACTStivity, Valentine's Dinner, Daily Reading Challenge, Worship Night

Participate – Intern will participate* in the following events (even if not leading or guiding): Freshmen Orientation, ACTStivities, Thanksgiving Dinner, Christmas Party, Valentine's Dinner, Daily Reading Challenge, Men's Retreat, Spring Break Mission Trip, Do Something Now, Garage Sale, Worship Nights, Spiritual Eyes.

*Intern may opt out of participation in individual events by discussing with Katie in advance of the event. The intern's personal and spiritual well-being is of greater importance than a perfect attendance record.