



**The Wesley Foundation
Intern Application
2017 - 2018**

Name: _____
(please print)

Year in School: _____

Major: _____

GPA: _____

Address: _____

Phone: _____

Email: _____

Denominational Affiliation: _____
(this is for information only; interns are not required to be members of The United Methodist Church.)

Why would you make a good Intern at Wesley?

Wesley Foundation Intern Covenant

THE POSITION OF STUDENT INTERN

Being an Intern at The Wesley Foundation is not Merely a job or a list of tasks to be performed. The Wesley Foundation is a ministry to students, faculty and staff of the higher education institutions in the Memphis area. While there are institutional concerns to be addressed, the Intern’s primary job is relational. The Intern is called upon to relate to everyone who walks in our doors. Any time there is a choice to be made between engaging people and accomplishing tasks, the people issue takes precedence. (This does not mean chatting with friends or engaging in recreational activities – there is time enough for that when duties are accomplished.)

Given this reality, Interns are to refrain from activity that revolves around cell phones, tablets and personal computers during scheduled Wesley activities. The Campus minister can clarify this requirement if needed.

STUDENT REQUIREMENTS

- Currently enrolled in a college or graduate school and working toward a degree.
- Participant in Wesley Foundation (Wesley) programming
- Maintain a minimum 2.25 cumulative Grade Point Average

INTERN DUTIES

- Attend **all** scheduled Wesley functions, including presence at all Tuesday evening Worship services.
- Interns/Residents will be on-site at 6:00 PM and will remain until 9 o’clock.
 - Assist in set-up/tear down/clean up for all scheduled activities, particularly Tuesday worship
- Attend Leadership Team meetings
 - Plan/oversee individual job responsibilities (Mission, Fellowship, etc.).
- Assist in planning and implementing all programming.
 - Have at least six office hours per week at Wesley (to be coordinated with the Campus Minister).
- Be available and “on call” for groups using the building (schedule to be coordinated with the Leadership Team and the Wesley Campus Minister).
- Interns will maintain the facility – building and grounds – under the supervision of the Wesley Campus Minister. In addition, interns oversee the day-to-day use of the building, particularly in the absence of the Campus Minister.
- Carry out other duties as assigned.

INTERN LEADERSHIP

One of the purposes of having student interns on the Wesley staff is to help develop the quality of leadership. A Wesley intern is a positive and encouraging presence in this ministry. The Wesley staff is present to serve students who involve themselves in our ministry. This will mean that interns conduct themselves in a responsible and mature manner. Remember, you are the face of Wesley both in and away from our facility. How you act in class, off campus, on your Facebook page, all these reflect on our work as we seek to make disciples of Jesus Christ.

My signature indicates that I understand the application and covenant and that I accept their terms.

signed _____ date _____

received by _____ date _____