



ministerial internship program

*Session 2*  
**HANDOUTS**

**WIP**





# ministerial internship program

Saturday, November 4, 2023 | 8:30 AM | Hagee Dining Hall

| TIME     | TOPIC                                   | PRESENTER       |
|----------|---|-----------------|
| 8:30 AM  | Devotion                                | Kevin Poston    |
| 8:45 AM  | Preparing for & Leading a Board Meeting | Sam Belisle     |
| 9:30 AM  | Social Media Etiquette                  | Thurman Collier |
| 10:15 AM | Ministry Pitfalls                       | Sam Belisle     |
| 11:00 AM | Developing the Leader Within You        | Thurman Collier |
| 11:45 AM | Lunch                                   |                 |
| 1:15 PM  | Church Planting                         | Yul Miller      |
| 2:00 PM  | The Bi-Vocational Minister              | Yul Miller      |
| 3:00 PM  | Closing & Prayer                        | Travis Gore     |

## Upcoming MIP Dates

- ◆ December 2, 2023
- ◆ January 6, 2024
- ◆ February 17, 2024      Prayer Conference – River Oak Church of God
- ◆ March 9, 2024
- ◆ April 6, 2024
- ◆ May 4, 2024
  
- ◆ May 17-18, 2024      Commissioning Celebration – Cleveland, TN

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*Preparing for &  
Leading a  
Board Meeting*  
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## PREPARING FOR & LEADING BOARD MEETINGS

### Basics:

- A. Set time
- B. Set finish time
- C. Date
- D. Agenda
  - i. Printed
  - ii. 24-hour notice

### Moderator

- A. You are the guide
- B. Reflect Christ
- C. When there is a disagreement (disagree agreeably)
- D. Don't be a dictator
- E. Respect input
  - i. Give ample time
  - ii. Inclusive of all

### Policies and Procedure

- A. Spiritual Body
  - i. Spiritual people
  - ii. Direction of ministry and implementation
  - iii. 1 Corinthians 4:1,2: "This, then, is how you ought to regard us: as servants of Christ and as those entrusted with the mysteries God has revealed. Now it is required that those who have been given a trust must prove faithful."
- B. Duties
  - i. Attendance
  - ii. Absences should be notified
  - iii. On time
- C. Attitude

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- i. Positive
  - ii. Openness
  - iii. Attention to other members
  - iv. Courtesy
  - v. Majority rules – “Our decision”
- D. Outside Meeting
- i. Majority – “our”
  - ii. Confidentiality
  - iii. Announcements
  - iv. Model Christlikeness

## **Ten Key Roles**

## **Leadership Covenant**

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# **Celebration Church of God Church & Pastor's Council**

## **Policies and Procedures**

### **I. A Spiritual Body**

*"Where no counsel is, the people fall: but in the multitude of counselors there is safety", Proverbs 11:14*

*"Behold how good and how pleasant it is for brethren to dwell together in unity," Psalm 133:1*

*"I will take of the spirit which is upon thee, and will put it upon them; and they shall bear the burden of the people with thee, that thou bear it not thyself alone", Numbers 11:17*

God's agenda is reaping the harvest and caring for the congregation of Celebration. It is a mandate from God to carry on His business.

Each member must be a spiritual person in order for the board to be a spiritual body. No other group can do it. This is our time together for ministry.

God has great things in store for us and we will receive them. We will be a spiritually unified board for God's glory, for the welfare of Celebration, and for the ingathering of souls.

And now we pray for wisdom to lead, grace to endure, love to increase, and vision to go "INTO THE HARVEST" for Him. To God be the glory for all that He allows us to do.

*"Let a man so account of us, as of the ministers of Christ, and stewards of the mysteries of God. Moreover it is required in stewards, that a man be found faithful" Corinthians 4:1,2.*

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## **II. Duties and Authorities**

1. The Board shall meet as often as the Pastor deems necessary.
2. Announcement of meetings will be posted in the monthly calendar and weekly bulletin. It is each board members responsibility to be apprised of the monthly meetings.

## **III. Attendance at Meetings**

Council meetings are a priority for the members and acceptance of appointment was consent to this principle. In case of an emergency, which would hinder or prohibit attendance, the affected member should call the Pastor immediately upon knowledge of the impending situation. A schedule of meetings will be given in order for members to clear other matters from their schedule.

Members are to be seated in the meeting room in time for the meeting to begin promptly at the scheduled time. Each member is expected to remain until the meeting is adjourned.

## **IV. Attitude at Meetings**

A positive attitude is to prevail in all matters regardless of how negative a situation may appear. It is the responsibility of the board to function with faith and confidence that the work is of God and that He will assist in finding solutions.

An open-mindedness is necessary in order to deal fairly and impartially with complex and very personal issues, which arise. No individual or small-group decision should be made before the facts are received in an official meeting. No commitment as to how an individual member will vote should be made before the hearing of the matter in an official meeting.

Attention to the comments of other members is necessary. This prohibits individual caucuses between members while the moderator of another member is speaking. Nothing can be said that is more important than what is being said by the person who officially has the floor.

Courtesy is a characteristic of Christians. Each member has the right to express himself in a Christian manner without interruption or disfavor from others. Moderate mild-temperedness is a requisite for board meetings even when an issue is decided contrary to an individual member's desires.

The majority rules and the decision becomes the official attitude of the whole group. It is then "our" policy and attitude.

## **V. Agenda**

The Pastor is responsible for setting the agenda for board meetings. Any item for discussion should be presented to him in writing at least three days (3) before the meeting. The agenda is the working order of business for the meeting.

## **VI. Attitudes Outside the Meeting**

Majority decisions become "our" decisions. Contrary comments breed divisions and in a sense are forms of betrayal to the health of the board. No champions, No stars and No martyrs are necessary.

Confidentiality is a mark of Christian character and is to be the conduct of board members. Some things are not to be shared with anyone (including spouse and family members).

Announcement of decisions is to come from the Pastor. This will insure that the proper information will be released as to the measure actually passed. It is easy for a member to confuse discussion as a part of the decision.

An exemplary attitude of positive and progressive thinking will enhance unity and growth. Board members are very conspicuous to the youth group and serve as models of behavior.

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# Council Participation Agreement

For

Celebration Church of God

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_, STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE: (HOME) \_\_\_\_\_

(WORK) \_\_\_\_\_

## QUALIFICATIONS

“Wherefore, brethren, look ye out among you seven men of honest report, full of the Holy Ghost and wisdom, whom ye may appoint over this business.” Acts 6:3

- **Be a faithful member of Celebration Church of God by supporting the church and its leadership a minimum of one year.**
- **Be baptized with the Holy Ghost.**
- **Be faithful in Biblical stewardship (i.e. Time, Talents, Tithes, Offerings).**
- **Exhibit a servant’s heart and a teachable attitude.**
- **Be faithful in church attendance.**
- **Work in harmony with local, state, and general church’s program, paramount of which is the promotion of the gospel of Jesus Christ; and reflect a cooperative attitude to the progress of the church.**
- **Display spiritual and emotional maturity.**
- **Demonstrate integrity.**

## Duties and Responsibilities

The council, under the direction of the pastor, shall promote the general and state outreach programs of the church.

The council shall work in harmony with the pastor and assist him; when called upon, in the institution and direction of the local church program in the following areas: - 36<sup>th</sup> A., 1939, p. 22: 56<sup>th</sup> A., 1976, pp.50-51.

## SPIRITUAL

The council, under the direction of the pastor, shall encourage spiritual growth of the local congregation with emphasis on personal Bible reading, prayer, family devotions, tithing and giving, Christian service and personal witnessing.

# Celebration Church of God

## LEADERSHIP COVENANT

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Knowing that God has spoken clearly in His Word concerning the character and responsibility of a leader, we commit ourselves to God, to our congregation, and to the Pastor of Celebration Church of God...

- ❖ I will seek to maintain a close, intimate walk with the Lord by regularly spending time alone with Him in His Word and in prayer.
- ❖ I will be an exemplary model of discipline, leadership, and holy living.
- ❖ I will endeavor to walk continually in the Spirit.
- ❖ I will pray regularly for those who serve with me as Board Members.
- ❖ I will pray regularly for the ministry of our church.
- ❖ I will faithfully attend all meetings of the board, unless I am hindered from doing so by a compelling reason such as illness or necessary travel. When unable to attend, I will notify the board committee chairman in advance.
- ❖ I will prepare for each board meeting by submitting myself anew and afresh to the Holy Spirit.
- ❖ By the power of the Holy Spirit, I will refrain from expressing negative attitudes through criticism or complaint. Instead, I will be positive and encouraging, endeavoring to maintain the unity of the Spirit in the bond of peace.
- ❖ I will maintain an open and teachable attitude, striving for ministry excellence.

I have studied these statements of commitment and have prayed over them, and I believe God would have me serve the board as a member according to these standards.

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(Signature)

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(Date)

**Celebration Church of God**  
**Ten Key Roles & Responsibilities For Board Members**

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1. Appreciating, recognizing, and encouraging everyone who makes a contribution to the group and ministry.
  2. Decision making.
  3. Reviewing, refining, approving, and tracking the master plan.
  4. Networking – bring appropriate resources to meet the need at hand.
  5. Keeping an overview of the entire organization.
  6. Problem solving.
  7. Record keeping.
  8. Dreaming, planning, stretching, and rejecting the status quo.
  9. Providing spiritual leadership.
  10. Maintain a standard of excellence  
(Are you a VW or Rolls Royce operation?)
- 
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***Social Media  
Etiquette***

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## SOCIAL MEDIA GUIDELINES FOR MINISTRY LEADERS

It's exciting to see so many of our leaders communicating online! Facebook, Twitter, blogs, etc. are an incredible way to share your faith journey, get to know other ministry leaders, chronicle your life, and generally connect with people you wouldn't otherwise. As we work together to lead people to find new life in Christ, here are a few tips to keep in mind as you navigate the ins and outs of the online world:

### 1. You're Amongst \_\_\_\_\_ — Sometimes

As much as your blog, Twitter feed, Facebook page, etc. might feel like your cozy home on the Internet where friends stop by to catch up, it's really a public space. People can land on your page from a Google search and read just one post completely out of context. This content lives on forever, long after you've forgotten about it. So, think of your web space less like a family room and more like your front yard.

### 2. Spread News, Don't \_\_\_\_\_ It

It's great when we can use our personal web spaces to share the great things God is doing at your church. But, it's not a good idea to get the news out there before the time or in a different place than it has been strategically planned. Make sure what you talk about is ready for public consumption. If it has been talked about from the stage or online, you're safe.

### 3. Think and Pray \_\_\_\_\_

A great rule is to take a few moments to really think about what you are going to post. Ask yourself these questions: Will this offend someone? Why am I posting this, is this for personal gain or acknowledgement (pride)? Could this cause division and distract from the mission of our church? Also consider this when you like someone's post or something that they have shared. It's a good idea to avoid politics and anything that can be considered offensive. Remember, we are a church for all people. That means all races and all political and social views are welcome at your church. Let your focus be on Jesus and life-change.

### 4. Disclaimers or not, You \_\_\_\_\_

Yes, a disclaimer is a good idea. But even with that, what you say in your tweets, on your blog, and on your Facebook page is just as much of a reflection of the church as what you do in your personal life. Never speak on behalf of the church from a personal platform.

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## 5. When in Doubt, Go \_\_\_\_\_

Whether you're responding to a snarky comment, frustrated with a vendor, or trying to decide if you should write about something that's bothering you, you'll never regret taking the high road. Sometimes that road is not saying anything at all. Remember, in the church, we should try to see the best in people.

## 6. Ask \_\_\_\_\_

If you aren't sure whether or not you should post something, feel free to ask someone above you – your coordinator, coach, or their assistants. If you aren't able to get in touch with someone, it would be better to err on the side of caution and don't post.

## 7. Never make \_\_\_\_\_ what should be Private

If you have a disagreement with someone or you want to speak to a person's behavior always approach it with a one on one conversation. Putting people on blast for the world to see will not create an environment of peace but it will create hard feelings and division.

**Let no corrupt word proceed out of your mouth, but what is good for necessary edification, that it may impart grace to the hearers. And do not grieve the Holy Spirit of God, by whom you were sealed for the day of redemption.**

**Ephesians 4:29-30**

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*Ministry Pitfalls*

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## MINISTRY PITFALLS

### What are some?

#### Pitfalls

- A. Superman Syndrome
  - i. Moses
  - ii. Exodus 18:13-14 “The next day Moses took his seat to serve as judge for the people, and they stood around him from morning till evening. When his father-in-law saw all that Moses was doing for the people, he said, “What is this you are doing for the people? Why do you alone sit as judge, while all these people stand around you from morning till evening?”
- B. Lack of integrity
  - i. Truthfulness
  - ii. Gray areas
  - iii. Others?
- C. Opposite Sex
  - i. Joseph vs David
- D. Pride
  - i. Proverbs 8:13
  - ii. Arrogancy
  - iii. Inflated ego
  - iv. 1 Corinthians 13:1-3
- E. Authority
  - i. Abuse
    - a. Demands
    - b. God card
    - c. Fear/Shame
    - d. Control
- F. Sin

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- G. Refresh
- H. Professionalism
  - i. Going through the motions
  - ii. Protect your anointing
- I. Lone Ranger Syndrome
  - i. Do it by yourself
  - ii. I'm the only one – Elijah
- J. Rejection
  - i. Can't please everyone
  - ii. Effects
    - a. Feelings of inadequacy
    - b. Feelings of unworthiness
    - c. Builds wall
    - d. Hurt
    - e. Separation/alienation
- K. Neglect of family
  - i. 1 Timothy 3:4 "manage his own family"
- L. Finish Well
  - i. Only 30% of biblical leaders finished well
  - ii. Disqualified
  - iii. How?
    - a. Accountability
    - b. Spiritual renewal and discipleship
    - c. Others?

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## New Minister Pitfalls

- A. Cookie cutter
- B. "I'm the pastor"
- C. Immediate changes
- D. Communication
- E. Fire, ready, aim
- F. Risk aversion
- G. People pleaser
- H. Failure to find Claude

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*Developing the  
Leader Within You*

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## DEVELOPING THE LEADER WITH IN YOU

*The person who thinks he or she is leading and has no one following them is only taking a walk!*

John Maxwell's books "Developing the Leader within You" and "The 21 Irrefutable Laws of Leadership."

**2 Timothy 2:1-2** You therefore, my son, be strong in the grace that is in Christ Jesus. And the things that you have heard from me among many witnesses, **commit these to faithful men who will be able to teach others also.**

Leadership is \_\_\_\_\_.

Know where you are at.

There are five levels of leadership.

- Level 1 \_\_\_\_\_.
- Level 2 \_\_\_\_\_.
- Level 3 \_\_\_\_\_.
- Level 4 \_\_\_\_\_.
- Level 5 \_\_\_\_\_.

*The keys to developing your leadership is to know what level you are on and the steps to take to get to the next level.*

**Hebrews 10:24 (NLT)** Let us think of ways to motivate one another to acts of love and good works.

Set your \_\_\_\_\_.

- Chose or **lose**. We can be reactive or proactive in terms of choosing our priorities. Your development must be based on what is most important.
- Evaluate or \_\_\_\_\_. Priorities will change. You must first evaluate regularly what the return and rewards are.
- The good can be the \_\_\_\_\_ of the best. Most people can prioritize when faced with right or wrong issues. The challenges arise when we are faced with two good choices.

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- You can't do it \_\_\_\_\_. How does one eat an elephant? One piece at a time. Too many priorities will paralyze you. You must focus on the big things first and work your way down. When the little things get in the way that can cause a big problem. Learn to delegate what you can so that you can do what is needed.

*"The reason most major goals are not achieved is that we spend our time doing second things first."* Robert McKain

**Matthew 6:33** But seek first the kingdom of God and His righteousness, and **all these things shall be added to you.**

Live a Life of \_\_\_\_\_.

- The dictionary defines integrity as "the state of being complete, or **unified.**"
- Integrity allows you to **predetermine** what you will be regardless of circumstances, persons involved, or the places of your testing.

Leadership functions at its best when it is based on \_\_\_\_\_. Integrity has a high influence value. We tend to work harder on our image than on our character.

- Leaderships are to live by a higher \_\_\_\_\_ than followers. In a world of perks and privileges that accompany the climb to success, little thought is given to the responsibilities of the upward journey.

John D. Rockefeller Jr. said, *"that every right implies a responsibility, every opportunity, and obligation, every possession, a duty."*

**Proverbs 10:9 (NLT)** People with integrity walk safely, but those who follow crooked paths will be exposed.

Be a Lifelong \_\_\_\_\_.

- You can never take people any \_\_\_\_\_ than the level that you have reached. John Maxwell calls this the law of the lid. For example, if you operate at a level 1 in leadership you cannot lead a person that is at a level 2.
- For you to be able to reach higher levels it will require you to learn different \_\_\_\_\_. In life you will never reach a place where you will know it all. No matter what stage of development that you are in there is something to learn.
- There are many different \_\_\_\_\_ to learning.

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- The more you learn the more you \_\_\_\_\_. As you grow you raise the lid of limitations on your leadership.

*“Leadership and learning are indispensable to each other.”*

John F. Kennedy

**Proverbs 18:15 (NLT)** Intelligent people are **always ready to learn.**

Their ears are **open for knowledge.**

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*Church Planting*  
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CHURCH PLANTING

Tips for Church Planting

- Church Planting must be done for the \_\_\_\_\_.
- The heart of the issue is an \_\_\_\_\_.
- Matthew 9:37 – Then He said to His disciples, *The \_\_\_\_\_ truly is plentiful, but the \_\_\_\_\_ are few.*
- The individual must be \_\_\_\_\_.
- The \_\_\_\_\_ and \_\_\_\_\_ are of God.
- Church Planting is not a \_\_\_\_\_, \_\_\_\_\_, or \_\_\_\_\_.
- Church Planting will look Different in \_\_\_\_\_ of the state.
- You must be \_\_\_\_\_ and \_\_\_\_\_.
- You should learn the \_\_\_\_\_.
- You should \_\_\_\_\_ yourself on Church Planting by \_\_\_\_\_ who ha had \_\_\_\_\_ & \_\_\_\_\_ stories.
- Determine the needs in the community by meeting with \_\_\_\_\_, such as the \_\_\_\_\_, \_\_\_\_\_, & \_\_\_\_\_.

Advantages of Church Planting

- Set Own \_\_\_\_\_ and \_\_\_\_\_
- Set \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_
- No \_\_\_\_\_
- No \_\_\_\_\_ or \_\_\_\_\_
- Freedom to \_\_\_\_\_ – Offering...Altar...Worship...Decor...
- \_\_\_\_\_ and \_\_\_\_\_ Vision
- Best Way to \_\_\_\_\_ the \_\_\_\_\_







## Challenges of Church Planting

- \_\_\_\_\_ and \_\_\_\_\_
- You and your core team \_\_\_\_\_
- Limited in the \_\_\_\_\_
- Limited in \_\_\_\_\_ – Only \_\_\_\_\_ may be yours
- We \_\_\_\_\_ – Best way to get known is \_\_\_\_\_
  - Others include \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_
  - The \_\_\_\_\_ and \_\_\_\_\_ you make is the best \_\_\_\_\_.
  - Connect at the \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.

## The 3 P's

- \_\_\_\_\_ = 31 Day Prayer Partners
- \_\_\_\_\_ = Faithful...Reliable...Consistent...Steadfast
- \_\_\_\_\_ = Focus on Being a Healthy Church...Healthy Things Grow
- The Church Plant must receive \_\_\_\_\_ and \_\_\_\_\_ with \_\_\_\_\_ in order to grow.

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***The Bi-Vocational  
Minister***

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THE BI-VOCATIONAL MINISTER

- The Bi-Vocational Minister and \_\_\_\_\_.
    - *I cannot be \_\_\_\_\_ unless I'm a full-time minister.*
    - *I would be more \_\_\_\_\_ if I was a full-time minister.*
    - *Bi-Vocational Ministers are \_\_\_\_\_ than full-time ministers.*
    - *My ministry would be \_\_\_\_\_ if I was a full-time minister.*
    - *Being a Bi-Vocational Minister can be \_\_\_\_\_ upon by other ministers.*  - The Bi-Vocational Minister works a full-time \_\_\_\_\_...
- And also has a full-time \_\_\_\_\_.

Being a Bi-Vocational Minister can have positive advantages...

Financial

- The church can \_\_\_\_\_ & have less \_\_\_\_\_ strain.
- There is greater \_\_\_\_\_ without \_\_\_\_\_.

Relational

- You understand & connect with people's \_\_\_\_\_.
- You know the \_\_\_\_\_ of \_\_\_\_\_.
- You see the \_\_\_\_\_ and \_\_\_\_\_ view.

Missional

- You are on the frontlines to fulfill the \_\_\_\_\_.
- You can reach the \_\_\_\_\_ in a \_\_\_\_\_.
- You can minister when & where \_\_\_\_\_ can.
- \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_
- It gives others in the church \_\_\_\_\_ to minister in roles otherwise delegated to the \_\_\_\_\_.





## The Challenges of the Bi-Vocational Minister

- You must have good \_\_\_\_\_.
- You need to be a good \_\_\_\_\_.
- You should be able to \_\_\_\_\_ & \_\_\_\_\_ in ministerial area
- You must \_\_\_\_\_ & \_\_\_\_\_ on those you've empowered.
- You must be \_\_\_\_\_ to every life role.

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