

## **Oregon – Idaho Conference of the United Methodist Church Cascadia District Cooperative Ministry Internship**

The Cascadia District is offering an internship for an individual exploring their personal vocational direction while leading in youth and men's ministries in rural central Oregon. This unique opportunity is supported by a partnership of Suttle Lake Camp and Fossil UMC, with involvement from other local congregations in the High Desert Region. The internship includes residency at the camp for 8-9 months and intentional mentoring to combine exploration of ministry with hands-on experience in rural, youth and men's ministry.

### **DESCRIPTION OF MINISTRY SETTINGS & SCOPE OF INTERNSHIP:**

**Suttle Lake Camp**, located 14 miles west of Sisters in the Cascade Mountains, would serve as the base for the intern. The camp hosts nearly 4,000 people each year. This represents working relationships with 80 nonprofit organizations, and 25 different annual multi-day events programmed by the site. The internship offers experience in the day to day operation of the camp, as well as direct experience with camp programs and hospitality services. The bulk of summer hours for the internship will be dedicated to camping ministry. [www.gocamping.org/sites/suttle-lake-camp/](http://www.gocamping.org/sites/suttle-lake-camp/)

**Fossil UMC** is a church of 43 in a community of 473. Their after-school program for younger elementary students is a powerful ministry with great impact on the larger community. The next nearest UM Churches are 1, 2, and 3 hours away; you must travel 3 hours if you want to buy clothes or need the hospital. The intern would be helping expand the church's offerings for men and older youth, especially boys, which grow out of their after-school program. The intern will be responsible for weekly leadership of these developing programs at Fossil UMC during the school year, with a revised summer schedule as determined.  
[www.umi.org/churchdetail/350362](http://www.umi.org/churchdetail/350362)

The **Cascadia District** consists of 49 congregations and one new Hispanic Fellowship, stretching from the north Oregon coast to the high desert of Eastern Oregon. The intern would be focusing on the eastern portion of the district that stretches from the Cascade Mountains east about 125 miles to Fossil, OR by planning and implementing monthly youth gatherings that bring congregations together for a larger sense of community, as well as connecting adult workers with youth for training opportunities. The United Methodist Churches located in this region are Fossil UMC, John Day UMC, Madras UMC, and Bend UMC. Value and potential are also placed in working ecumenically in this region.  
[www.umi.org/cascadia](http://www.umi.org/cascadia)

### **General Responsibilities:**

- a) Engage the men of Fossil United Methodist Church in meaningful fellowship and study for the purpose of their personal growth in relationship with God.
- b) Engage with and help lead young persons 7<sup>th</sup> grade and up in the Fossil United Methodist Youth Program.
- c) Support camp operations year round at Suttle Lake United Methodist Camp by assisting with guest services, meal preparation, housekeeping and maintenance as assigned.
- d) Organize, lead, and/or assist with camp program activities at Suttle Lake United Methodist Camp including cooperative games, worship, music, archery, devotions, environmental education, waterfront, challenge course, and outdoor living skills during the summer season as well as for Winter Youth Retreats and the Confirmation Retreat.
- e) Organize and lead monthly cooperative youth ministry gatherings within the Cascadia District for regional churches.
- f) Engage youth and adults outside the church in meaningful relationships or fellowship for the purpose of embodying the gospel.

**QUALIFICATIONS:**

Seeking a mature individual with spiritual grounding and desire to grow in understanding of ministry or related vocational direction. Minimum age of 21 years old required. Willingness to work in varied ministry settings working with diverse groups of people. Must have ability to plan and engage participants in meaningful activities with enthusiasm that reflects theological and biblical teachings, encouraging others to seek God's call in their own lives. Individual should work well in teams, but have ability and drive to work independently on tasks. Preference given to those with experiences in related ministry settings. References required.

**Communication Skills:**

- a) The ability to interact in positive and respectful ways with all ages.
- b) The ability to be open and respectful to other's views.
- c) The ability to articulate personal views without judgment of differing views.
- d) The ability to practice good listening and offer appropriate feedback.
- e) The ability to articulate ideas/ suggestions to the pastor and other church leaders.

**Program Development:**

- a) The ability to create meaningful opportunities for spiritual growth and fellowship with various age groups.
- b) The ability to work with and coordinate activities with the pastor and other church leaders.
- c) The ability to follow-through (mostly without direct day to day supervision) to implement programs and other opportunities.
- d) The ability to evaluate and assess success of programs and activities, and adapt plans.

**Personal Attributes:**

- a) Desire to serve God while discerning a personal call or direction.
- b) Love for the Word of God, expressed in continued inquiry and study.
- c) Love for the people.

**LOGISTICS:**

Applications consist of a completed resume, 3 references, completed voluntary disclosure, and the answers to application questions listed below. Applications are being accepted through November 10, 2014 or until position is filled. In person or phone interviews will be conducted with top applicants. All applicants will be notified of a decision by November 30, 2014.

The internship would start early January 2015 and continues for 8-9 months. A stipend, and modest housing is provided. Assistance with education and training opportunities is available. All work- related travel expenses are covered by program budgets. The compensation package breaks down as follows:

stipend: \$1200+ / mo (depending on experience and skills)  
housing: modest housing on-site at Suttle Lake Camp (meals provided when offered on-site)  
home stays provided when traveling to local congregations  
education and training: up to \$500/ year

**Applications should be submitted to:**

Suttle Lake United Methodist Camp  
Attention: Jane Petke  
29551 Suttle Lake Road  
Sisters, OR 97759  
Phone: 541-595-6663 Fax: 541-595-2818  
E-mail: [suttle@gocamping.org](mailto:suttle@gocamping.org)

**Oregon – Idaho Conference of the United Methodist Church**  
**Cascadia District**  
**Cooperative Ministry Internship**

**Application Questions:**

*Please answer the following questions in essay form.*

- 1) Why are you interested in this cooperative ministry internship?
- 2) Describe your current relationship with God and how this shapes your daily life and choices.
- 3) Explain your personal beliefs, including what you believe about Christ.
- 4) What do you consider your personal and professional strengths that will add to your success, if hired, in this position?
- 5) What do you consider your personal and professional areas that this position, if hired, would allow you to improve?

# VOLUNTARY DISCLOSURE FORM

for use by all volunteers and paid staff

As an expression of this mission, the church desires to ensure the safety and well-being of participants, guests and staff — particularly children, youth, vulnerable adults and developmentally challenged persons. We require annual disclosures by all persons who will be working in our ministry settings. **ALL volunteers or hired persons must fill out this form completely** and return it to the designated supervisor **each year**. A background check will also be completed annually.

United Methodist Church of Oregon & Idaho:  
*Boldly making disciples of Jesus Christ*  
*vitalizing the ministry of the church*  
*Transform the world*

## I understand that as a person in authority within United Methodist Church:

- It is my responsibility to avoid sexual contact with children, youth, and adults, even if the other person attempts to initiate the contact.
- Under no circumstance will I use corporal punishment as a means of discipline.
- I certify that the information I have provided is true and correct.
- I understand that the United Methodist Church reserves the right to terminate my service if it is found that the answers given above are false, for other work related cause or if program/facility needs change during my period of service.

## Legal and Lifestyle Concerns: *(Please answer the following questions accordingly and attach an explanation for any "yes" answer. Any special concerns can be discussed individually with the camp staff.)*

- Within the past 30 days have you abused alcohol, legal or illegal drugs? ☐ Yes ☐ No
- Have you ever gone through treatment for alcohol or drug abuse? ☐ Yes ☐ No
- Have you ever been arrested and / or convicted of a crime? ☐ Yes ☐ No
- Is there circumstance involving you or your background that would call into question your being entrusted with the supervision, guidance and care of children, youth or adults? ☐ Yes ☐ No
- Have you ever been accused or convicted of any form of child abuse? ☐ Yes ☐ No
- Has your driver's license been suspended or revoked within the past 3 years? ☐ Yes ☐ No
- Have you ever been restricted by church and/or secular bodies from involvement with children, youth or adults, or Youth Ministries or Camp & Retreat Ministries? ☐ Yes ☐ No

I, (print your **full legal name**) \_\_\_\_\_ have read the above Mission Statement and agree to serve toward its fulfillment under the authority of the policies and procedures of the United Methodist Church and designated staff. I authorize reference checks and the release of information regarding any record of charges or convictions on file on me, whether said file is a local, state, or national file, and including but not limited to accusations and convictions for crimes committed against minors, to the fullest extent permitted by state and federal law. I do release any investigative services from all liability that may result from any such disclosure made in response to this request. I certify that the information I have provided is true and correct.

Signed \_\_\_\_\_ Date \_\_\_\_\_ Social Security # \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Other states lived in: \_\_\_\_\_

Any past names: \_\_\_\_\_

Do you have a current driver's license? Yes ☐ No ☐ Issuing State: \_\_\_\_\_ License # \_\_\_\_\_