

Worship/Music

Internship Handbook



CONTACT INFORMATION

For general college/contact information:

Boise Bible College 8695 W. Marigold Street
Boise, Idaho 83714
Phone Number (208) 376-7731
Fax Number (208) 376-7743
Web address www.boisebible.edu

For specific information about your internship:

Faculty supervisor Jessica Wilson
Direct Office Phone Number (208) 489-1035
Email address jwilson@boisebible.edu

For general internship information, or if you cannot contact your Faculty Supervisor:

Internship coordinator Nadene Mack
Office Phone Number (208) 376-7731
Email address nmack@boisebible.edu

Specific Expectations For Music/Worship Ministry

WSHP 4801

Worship Ministry Practicum – Spring Conference



Jessica Wilson

Last Updated: Spring 2021

1 Credit Hours

Course Description

An internship experience designed to provide the student with event planning experience in the realm of worship ministry.

College Mission

Boise Bible College glorifies God by equipping servant leaders who build up the church to advance the gospel worldwide.

BBC Values and Worship Arts

- **Scholarship:** We want to see the application of classroom material in a ministry setting.
- **Humility:** Learning from an experienced mentor and serving the President's office to facilitate multi-generational, engaging, and inspiring moments of worship during Spring Conference.
- **Community:** Extending the classroom into a specific context of Spring Conference that engages the greater BBC community in worship, which includes faculty, staff, students, BBC Alum, BBC board members, and friends of BBC.
- **Innovation:** Looking for where the scriptures and historical church practices intersect to inform a conference-style worship experience. Also, to cultivate a spirit of authenticity and develop deep roots in a ministry setting in blending old with new.

Competencies

The student and faculty supervisor will choose which of the following competencies they wish to focus on during the practicum experience.

Program Competencies

- **Musicianship:** Show technical artistry in creation, expression, and reflection through vocal and/or instrumental performance.
- **Group Rehearsal:** Ability to select, arrange, and put music into a workable format to lead rehearsals comprising various musicians with varying musical skills.
- **Worship Leading:** Can effectively draw people to and guide them in corporate worship through purposeful theology, creative expression, effective leadership, and a humble spirit.
- **Production:** Has the knowledge and experience to manage the technology of a live event, including sound equipment (e.g., microphones, speakers, mixers), projection equipment (e.g., computers, VPUs, lighting), and software (e.g., PowerPoint, ProPresenter).
- **Music Literacy:** Has a working knowledge in both aural and written form that allows for effective communication with other musicians to produce a desired musical expression.

Core Competencies

- **Devotion to God:** Lives a God-ward life; focused on God; set apart, consecrated to God, and treats God and His things with sacred respect
- **Gentleness** - Considerate and congenial; favorable disposition; thoughtful of others; not pushy, demanding, self-seeking, or argumentative
- **Integrity (Honesty)** - Above reproach; just, upright, and above board in all dealings, consistently does what is right; respects authority and rules; honest, person of his/her word
- **Organization and Administration:** Capable of planning and managing the details involved in successfully running teams, programs, and events (Planning and execution generally runs smoothly; requires minimal supervisor input)
- **People skills:** Approaches relationships and ministry strategies with an overall understanding of where people are at spiritually, psychologically, or at their stage in life
- **Self-Discipline:** Can do what needs to be done when it needs to be done; moral self-control; overall life of discipline
- **Sexual Purity:** An example of holy and honorable sexuality; puts distance between self and sexual immorality
- **Speech:** Speech is clean, helpful, and respectful; characterized by truth and love rather than demeaning and harsh.
- **Servant Leadership:** Demonstrates leadership that is focused on building up others
- **Submission to Authority:** Operates with a spirit of submission to the authority of scripture and to those in authority in the church, at work, in family relationships, and in society
- **Team Building:** Able to recruit and train a team of people to work together to complete a project

Course Objectives

Upon successful completion of the course, the student will be able to:

1. Develop leadership skills in the area of practical ministry.
2. Develop mentor/mentee relationship that is mutually beneficial
3. Build a philosophy of ministry
4. Document experience for future reference and reflection
5. Evaluate the internship experience
6. Plan and design worship events

Grading

The following point values calculate the final grade:

Planning/execution	80%
Evaluations/Debrief	20%

Course Policies

1. Attend weekly meetings with the faculty supervisor and student to review expectations and progress.
2. The student should behave professionally. Dismissal from the Internship experience for any reason, the grade will result in an "F" and no internship credit.
3. The student will need to adhere to deadlines instituted by the Internship Coordinator. Failure to do so may result in a delay of internship and may impact graduation requirements.

Course Schedule

The schedule between the faculty supervisor and the student should follow these general guidelines. They should meet regularly to plan and execute the Spring Conference.

Course Assignments

1. Learning Covenant (See Appendix)

The student should be professional and exercise ethical conduct as a leader, take leadership over elements of the worship ministry as agreed upon with the faculty supervisor. The learning covenant is the written agreement between the student and the faculty supervisor to outline the learning experience's growth goals and expectations. The learning covenant should include three sections: 1) purpose for the internship, 2) ministry responsibilities, and 3) personal goals for ministry.

2. Planning

Some areas the intern may experience and influence may include:

- Meetings with Conference Committee
- Regular meetings with the Faculty supervisor
- Input schedule into Planning Center for morning and evening sessions
- Liaison with the office of the President to complete the planning cycle
- Plan set lists and any other creative elements
- Plan student volunteers
- Run rehearsals
- Be available to ensure worship elements run smoothly
- Contribute to the vision of Spring Conference

3. Execution

Spring Conference consists of morning and evening sessions. The student will act as producer for the entire event.

Some activities may include:

- Run sound-checks
- Collaborate with Production Team
- Collaborate with Committee
- Be hospitable with guest speakers and MCs
- Attend the event and be present and available at all times

4. Evaluation/Debrief

An evaluation will occur in the form of a conversation with the faculty supervisor Thursday evening after the last Conference session and after the stage is struck for summer break. The dialogue will include how the student perceives him/herself performance, production observations, interpersonal observations, areas of improvement, and celebration of successes. The student's final grade will be assessed at this time and submitted.

Plagiarism/Academic Dishonesty Statement

As noted in the BBC catalog, “as a training center for Christian men and women who are preparing for ministry, BBC expects students for value honesty and integrity in their lives and to put into practice these vital character traits throughout the education process. Academic dishonesty is any practice by which a student knowingly and intentionally attempts to distort the truth about his or her own academic performance of that of another student.”

Mrs. Wilson will treat incidents of cheating, plagiarism and other forms of academic dishonesty very seriously. Examples include submitting someone else’s work as one’s own, failing to document appropriately quoted material or other’s unique ideas, using sources not permitted, lying or other types of unethical behavior in fulfilling academic requirements. Penalties may include failure of the assignment involved, requirement of additional work, failure of the course, academic probation, suspension from school, or dismissal from school.

Instructor/Student Covenant

As instructor of this course, I covenant with each student that I will model Christ-like behavior, value, and respect each student as a child of God, come to class prepared, begin and end class on time, make appropriate assignments and grade them fairly, and be available for consultation outside of class. In return, I expect each student to model Christ-like behavior, show proper respect to me as the instructor, come to class prepared, arrive and leave class on time, and submit assignments and participate in ways that demonstrate your integrity.

Course Textbook

The student will not be required to purchase a book for the course unless they wish to do a book report. The faculty supervisor must approve it.

Course Bibliography

- Cherry, Constance M., Mary M. Brown and Christopher T Bounds. *Selecting Worship Songs: A Guide for Leaders*. Marion: Triangle, 2011. Print.
- Clapp, Rodney. *A Peculiar People: The Church as Culture in a Post-Christian Society*. Downers Grove: InterVarsity Press, 1996. Print.
- Dawn, Marva. *How Shall We Worship? Biblical Guidelines for the Worship Wars*. Wheaton: Tyndale House, 2003. Print.
- Elsheimer, Janice. *The Creative Call: An Artist’s Response to the the Way of the Spirit*. Colorado Springs: WaterBrook, 2001. Print.
- Kauflin, Bob. *Worship Matters: Leading Others to Encounter the Greatness of God*. Wheaton: Crossway Books, 2008. Print.
- Kraeuter, Tom. *Developing and Effective Worship Ministry*. . Lynnwood: Emerald Books, 2008. Print.
- Kraeuter, Tom. *Keys to Becoming an Effective Worship Leader*. Lynnwood: Emerald Books, 2011. Print.
- Kraeuter, Tom. *The Worship Leader’s Handbook: Practical Answers to Tough Questions*. Lynnwood: Emerald Books, 2007. Print.
- Kraeuter, Tom, ed. *Things They Didn’t Teach Me in Worship Leading School*. Lynnwood: Emerald Books, 2006. Print.
- Miller, Stephen. *Worship Leaders are not Rock Stars*. Chicago: Moody Publishers, 2013. Print.

- Navarro, Kevin J., *The Complete Worship Leader*. Grand Rapids: Baker Books, 2001. Print.
- Noland, Rory. *The Heart of the Artist: A Character-Building Guide for You & Your Ministry Team*. Grand Rapids: Zondervan, 1999. Print.
- Noland, Rory. *Thriving as an Artist in the Church: Hope and Help for you and your Ministry Team*. Grand Rapids: Zondervan, 2004. Print.
- Noland, Rory. *The Worshiping Artist: Equipping You and Your Ministry Team to Lead Others in Worship*. Grand Rapids: Zondervan, 2007. Print.
- Pierson, Mark. *The Art of Curating Worship: Reshaping the Role of Worship Leader*.
- Scheer, Greg. *The Art of Worship: A Musician's Guide to Leading Modern Worship*. Grand Rapids: Baker Books, 2006. Print.
- Searcy, Nelson and Jason Hatley with Jennifer Dykes Henson. *Engage: A Guide to Creating Life-Transforming Worship Services*. Grand Rapids, Zondervan, 2011. Print
- Siewert, Alison, Andy Crouch, Matt Frazier and Sundee Frazier. *Worship Team Handbook*. Downers Grove: InterVarsity Press, 1998. Print.
- Sproul, R.C. *How Then Shall We Worship? Biblical Principles to Guide us Today*. Ontario: David C Cook, 2013. Print.
- Townley, Cathy. *Designing Worship Teams: Discovering and Birthing the Drama of Twenty-First-Century Worship*. Nashville: Abingdon Press, 2002. Print.

Appendix

Boise Bible College Spring Conference Practicum Learning Covenant

Intern Name: _____
 Personal phone #: _____
 Office Phone #: _____
 Email address: _____
 Skype (missions): _____
 Facebook (missions): _____
 Mailing Address: _____

Organization: _____
 Field Mentor: _____
 Office Phone #: _____
 Personal Phone #: _____
 Email address: _____
 Mailing Address: _____

Today's Date: _____

Class Code: _____

of expected credits: 1 2

Dates of Internship: _____

Faculty Supervisor: _____

Academic Advisor: _____

1. Purpose for internship

1) Student completes in paragraph form in own words. *****

2. Ministry responsibilities:

1. Meetings with Conference Committee
2. Regular meetings with the faculty supervisor
3. Input schedule into Planning Center for morning and evening sessions
4. Liaison with the office of the President to complete planning cycle
5. Plan set lists and any other creative elements
6. Plan student volunteers
7. Run rehearsals
8. Be available to ensure worship elements run smoothly
9. Contribute to the vision of Spring Conference
10. Run sound-checks
11. Collaborate with Production Team
12. Collaborate with Committee
13. Be hospitable with guest speakers and MCs
14. Attend the event and be present and available

3. Personal goals for ministry.

1) The student completes in paragraph form other goals he or she may have.

Intern Signature: _____ Date: _____

Faculty Supervisor Signature: _____ Date: _____

Original to Internship Coordinator, Copies to Faculty Supervisor, Field Mentor, Intern