
Whatcom New Life Assembly

2290 Main St.
Ferndale, WA 98248
(360) 384-4101

Welcome to the **WNLA Internship!**

Through the Northwest University Partnership Program

We're so excited for you to join our team as an intern! It's your chance to learn things you'd never learn anywhere else. Seriously. There's a saying that floats around among pastors...

"I didn't learn that in Bible college!"

The reality is, there's just so much that can't be learned in a book, lecture hall, or in the span of a four-year education. Some things just have to be learned through experience, and that's what internships are all about. Pastors Andy, Stephanie, Tanner, Catyler, John, and Elise are dedicated to doing what they can to help you be successful in the calling God has on your life. They are passionate about serving the Lord, and long to see leaders raised up in Biblical truth, sound mentorship, and hands-on experience.

"Then he said to his disciples, "The harvest is plentiful but the workers are few.""
— Matthew 9:37

"I therefore, a prisoner for the Lord, urge you to walk in a manner worthy of the calling to which you have been called" — Ephesians 4:1

WHO WE ARE

Our Mission

Whatcom New Life Assembly exists to bring the light of the Good News of the Gospel of Jesus into every situation and every generation, starting with Whatcom County and flooding out to the world; to see all of humanity saved, delivered, and empowered to be the Church through the fullness of the Good News.

INTERNSHIP OVERVIEW

During your internship, you will be able to...

- Gain practical experience living & working in a church community.
- Develop your people skills in a real-life, working ministry environment.
- Work alongside dedicated church pastors.
- Cultivate life-long friendships.
- Fill needs and learn to serve in many capacities.
- Brainstorm and take lead on projects, events, or outreaches.
- Learn skills needed for a broad spectrum of church work (not just for specialized departments).
- Apply your theology training practically in a ministry setting with the guidance of an experienced minister.
- Practice your preaching and teaching skills on a loving (and forgiving!) congregation.
- Develop leadership and administrative skills that will benefit every part of your life.
- Work toward ministerial credentialing with the Assemblies of God.
- Graduate ready to lead in ministry or serve on staff at nearly any church.

Weekly Requirements

Time Commitment

- **Total Weekly Hours: 12-18**
- **Standard Schedule:**
 - Sunday Morning Service (9:30–11:30 AM)
 - Monday Staff Day (9 AM–3 PM)
 - Wednesday Night Service (6–10 PM)
- **Flexible Hours:**
 - Tuesday or Thursday (9 AM–3 PM)
 - OR
 - Support for church events as needed

Weekly check-ins will be held with your mentor. The regular schedule equates to 11 hours. The remaining hours will be flexible each week, and/or extra events that are going on at the church. Please communicate your other scheduling conflicts such as work, classes, or other plans, with your mentor. This is important for planning your tasks and assignments for each week. We will meet with you weekly to check in during your work hours at the church. Our goal is to build you up in your knowledge of doing ministry, your servant-heart and personal growth, and your faith journey!

You are also required to keep up with all of your school work and online course requirements. For NU, you will be given due dates through your courses by your professors.

Practicum Requirements

Journaling

- At least 3x/week reflecting on what God is teaching you and your ministry experiences. This can include reflections on your courses through NU/Berean, private time with Jesus, things that stood out to you during Sunday or Wednesday services, or struggles/thoughts that you are having. You will turn this in at the end of each month to your mentor. This doesn't have to be long (even a paragraph can count as one entry), but you are encouraged to go beyond surface level in your entries.

Faith Growth Focuses (FGFs)

- Each semester, you will have a specific focus to grow in. Each month, you will be provided with a couple of podcasts, sermon clips/videos, or book chapters to help you develop in that specific area. At the end of the semester, you should have enough content to create a 20 minute reflection/sermon on what you learned in which you will be teaching during youth group.

Special Project

- Each year, you will be in charge of a “special project.” You will be the head person on this project and expected to follow through on all needed planning, managing, and advertising. Some examples of special projects are:
 - Plan and execute a small outreach (ex: park event, school lunch drop, serve day)
 - Help prep/lead a missions trip
 - Lead a discipleship or Bible study group for 4-6 weeks
 - Host and emcee a church-wide worship night or prayer night
 - Take lead on a church-wide event or series
 - Build a 3-month social media plan and schedule content
 - Plan & host a themed youth night
 - Organize a children’s event or help lead Sunday school for one month
 - Plan, shoot, and edit a video testimony series
 - Update or refresh an area in our church
 - Partner with a local nonprofit to lead a serve day
 - Plan and host a neighborhood block party or BBQ
 - Coordinate a backpack/school supply drive
 - Organize a Thanksgiving or Christmas food box outreach
 - Audit and update Planning Center schedules and team rosters
 - Inventory and organize a storage room or supplies
 - Plan a service day for youth (serving a widow, elderly member, or local nonprofit)
 - Collect and deliver encouragement notes to local teachers or first responders

*You will need to get your chosen special project idea approved by your mentor by October 1st. Due to varying difficulties, you may be encouraged to challenge yourself or do a different one based on your level in the internship. This is due by April 30th each year of the internship.

EXAMPLES OF TRAINING TRACKS

YEAR ONE

FALL SEMESTER

Church Basics & Ministry Environments

- ☐ Understanding Sunday services and the "why" behind what we do
- ☐ Working with children's ministry, youth ministry, worship, and tech/media
- ☐ Intro to planning events, managing time, and teamwork
- ☐ Social media & graphic design basics

SPRING SEMESTER

Pastoral Skills & Discipleship

- ☐ Preaching & teaching prep
- ☐ Pastoral care: learning how to support people in hard seasons
- ☐ Leading a small group or discipleship track
- ☐ Assessing needs and meeting them through ministry

FGF - Fall Semester

Forgiveness + Identity in Christ

FGF - Spring Semester

Relationships + Community

EXAMPLES OF TRAINING TRACKS

YEAR TWO

LEVEL 2 - FALL SEMESTER

Evangelism & Outreach

- Personal evangelism skills
- Planning community outreaches
- Learning to invite well and follow up well
- (Optional) Missions trip involvement

LEVEL 2 - SPRING SEMESTER

Adulthood, Leadership, & Administration

- Budgeting: personal and ministry
- Managing your time, your emotions, and your boundaries
- Communication (email, planning tools, conflict resolution)
- Church governance basics (board meetings, staff dynamics)

FGF - Fall Semester

Holy Spirit + Spiritual Gifts/Warfare

FGF - Spring Semester

Rest, Sabbath & Grace

EXAMPLES OF TRAINING TRACKS

YEAR THREE

Leading in Ministry

- Leading a ministry
- How to start a ministry
- Discipleship

LEVEL 3 - SPRING SEMESTER

Leading a Ministry Part 2

- Cultivating and growing a ministry
- Volunteers recruitment
- Managing a team

FGF - Fall Semester

Your Gifts and Calling

FGF - Spring Semester

Humility & Growth

We're in this with you

Ministry is our calling too, and we want to do everything we can to help you be successful. We've walked this road, and we're continuing to walk it. As far as we see it, you're along for the adventure. With God's help, we're going to do everything we can to help prepare you so that, when the time comes, you can take others by the hand and lead them along this route too.

Our commitment to you as our intern:

- We love you / 1 John 4:7
- We're praying for you / Col. 1:9-12
- We believe God's doing a good thing in you / Phil. 1:6
- We believe God's going to carry it on to completion / Phil. 1:6
- We will help carry your burdens, so fulfilling the law of Christ / Gal. 6:2
- We will instruct you / Eph. 4:12
- We will encourage you / 1 Thess. 5:11
- We will be available to you / Rom. 12:15

Your commitment to us as our intern:

As an intern, you are a representative of Christ, and are to be an example in your speech, lifestyle, love for God & others, attitude of faith, and moral purity.

“Be an example to the believers in word, in conduct, in love, in spirit, in faith, in purity.” — 1 Timothy 4:12

As an intern, you are also a representative of the ministry of WNLA Internship and Whatcom New Life Assembly, meaning that you are to conduct yourself in a manner that is courteous, professional, and fitting with the mission to shine the light of Christ in the community.

As a Christian in a role of leadership, you are to "be above reproach" (1 Tim. 3:2). This means you will avoid things others do (whether they should or shouldn't), including drinking alcohol/smoking, viewing media content/entertainment that does not "spur [you] on toward love and good deeds" (Heb. 10:24), and engaging in any sort of immorality. You will also be under the same dress code as our staff - modesty and mindfulness are key in ministerial positions. We want to respect a very broad definition of modesty while reflecting our own styles. This is not out of a spirit of legalism, rather it is out of the same desire to be above reproach in all ways. In order to protect you and our church, it is important that you are never alone with a student or person of the opposite gender. This is best practice to protect you legally from any slander or temptations. Lastly, you are to give your best in all that you do, because everything we do is unto the Lord!