**CedarCreek Internship - Individualized Development Plan**

**Intern name:**

**Date:**

**Direct Report:**

**Senior Director:**

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| **Position Responsibilities** | **Experiences/Trainings to Complete** | **Due Date** |
| Attend All-Staff Meetings  Attend Campus Staff Meetings  Attend Student Director Meetings | 1. Develop weekly schedule |  |
| Recruit, train, care for and develop the Student DreamTeam | 1. Observe an expert casting vision in Growth Track Week 4 one time and complete and observation form on each 2. Co-lead student portion of Growth Track Week 4 one time with the expert 3. Lead Student Vision Cast one time while the expert observes and provides evaluation 4. Begin filling in during Growth Track Week 4 as needed 5. Observe an expert leading Pre/Post Huddle for 2 Student Nights and complete and observation form on each 6. Co-Lead Pre/Post Huddle for 2 Student Nights with the expert 7. Lead Pre/Post Huddle for 2 Student Nights while the expert observes and provides evaluation 8. Begin leading Pre/Post Huddle for Student Nights alone (as needed) |  |
| Make meaningful connections with families and students | 1. Observe an expert connecting with families/students in the lobby or in the community for 2 weeks and complete and observation form on each 2. Co-Lead connecting with families/students in the lobby or community for 2 weeks with the expert 3. Lead connecting with families/students in the lobby or community for 2 weeks while the expert observes and provides evaluation 4. Begin connecting with families/students alone |  |
| Contribute to making the Student environment safe and excellent for Students | 1. Observe an expert leading Guest Service Team 2 Student Nights and complete and observation form on each 2. Co-Lead Guest Service Team 2 Student Nights with the expert 3. Lead Guest Service Team 2 Student Nights while the expert observes and provides evaluation 4. Begin leading Guest Service Team alone (as needed) |  |
| Lead all Middle School and High School Large and Small Group experiences with excellence | 1. Observe an expert teaching 3 Large Groups and complete and observation form on each 2. Go over script for 3 Large Groups with the expert 3. Teach Large Group 3 times while the expert observes and provides evaluation 4. Begin teaching Large Group as needed 5. Complete Group Leader Training |  |
| Help ensure all Student Ministry Playbook policies are read, understood and implemented throughout the ministry | 1. Go over Student Guide with Senior Director & Direct Report |  |
| Provide support for Student Ministry projects and events (including Camps) | 1. Attend meetings where special events & camps are planned |  |
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