

**POSITION TITLE: Intern, Arts**  
**INTERN NAME:**  
**DATE:**  
**SUPERVISOR:**  
**SENIOR DIRECTOR:**

Position Responsibilities	Experiences/Trainings to Complete	Due Date
<ul style="list-style-type: none"> <li>- Attend All-Staff Meetings</li> <li>- Attend Campus Staff Meetings</li> <li>- Attend Kids Director Meetings</li> </ul>	<ul style="list-style-type: none"> <li>- Develop weekly schedule</li> </ul>	
<ul style="list-style-type: none"> <li>- Recruit, train, care for &amp; develop the Arts DreamTeam</li> </ul>	<ul style="list-style-type: none"> <li>- Observe an expert casting vision in Growth Track Week 4 and complete an observation</li> <li>- Co-lead arts portion of Growth Track Week 4 one time with the expert</li> <li>- Begin filling in during Growth Track Week 4 as needed</li> <li>- Observe an expert leading Huddle for Weekend Experiences and complete an observation form</li> <li>- Co-lead Huddle for Weekend Experiences with the expert</li> <li>- Lead Huddle for Weekend Experiences while the expert observes and provides evaluation</li> <li>- Begin leading Huddle for Weekend Experiences alone as needed</li> <li>- Follow the process for every position that you want to learn in the Music/Production Team (Acoustic, Bass, Keys, Electric Rhythm, Electric Lead, Drums, Vocal Backup, Vocal Lead, Camera, Lighting, Computer, Switcher, Sound)</li> </ul>	
<ul style="list-style-type: none"> <li>- Make meaningful connections with guests</li> </ul>	<ul style="list-style-type: none"> <li>- Observe an expert connecting with guests in the lobby or in the community for 2 weeks and complete an observation form</li> <li>- Co-lead connecting with guests in the lobby or community for 2 weeks with the expert</li> <li>- Lead connecting with guests in the lobby or community for 2 weeks while the expert observes and provides evaluation</li> <li>- Begin connecting with families/students alone</li> </ul>	

Position/Responsibilities	Experiences/Trainings to Complete	Due Date
<ul style="list-style-type: none"> <li>- Learn to lead the weekend experience</li> </ul>	<ul style="list-style-type: none"> <li>- Observe an expert leading the Weekend Service and complete an observation form</li> <li>- Co-lead the Weekend Service with the expert</li> <li>- Lead the Weekend Service while the expert observes and provides evaluation</li> <li>- Co-lead Begin leading Weekend Services alone as needed</li> </ul>	
<ul style="list-style-type: none"> <li>- Provide support for Arts Ministry projects and events</li> </ul>	<ul style="list-style-type: none"> <li>- Attend meetings where special projects or events are planned</li> <li>- Help with Stage Set changes</li> <li>- Learn and start building Ableton sets</li> </ul>	