

POSITION TITLE: Intern, Arts

INTERN NAME:

DATE:

DIRECT REPORT:

SENIOR DIRECTOR:

Position Responsibilities	Experiences/Trainings to Complete	Due Date
<ul style="list-style-type: none"> - Attend All-Staff Meetings - Attend Campus Staff Meetings - Attend Kids Director Meetings 	<ul style="list-style-type: none"> - Develop weekly schedule 	
<ul style="list-style-type: none"> - Recruit, train, care for & develop the Arts DreamTeam 	<ul style="list-style-type: none"> - Observe an expert casting vision in Growth Track Week 4 and complete an observation - Co-lead arts portion of Growth Track Week 4 one time with the expert - Begin filling in during Growth Track Week 4 as needed - Observe an expert leading Huddle for Weekend Experiences and complete an observation form - Co-lead Huddle for Weekend Experiences with the expert - Lead Huddle for Weekend Experiences while the expert observes and provides evaluation - Begin leading Huddle for Weekend Experiences alone as needed - 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) 	
<ul style="list-style-type: none"> - Make meaningful connections with guests 	<ul style="list-style-type: none"> - Observe an expert connecting with guests in the lobby or in the community for 2 weeks and complete an observation form - Co-lead connecting with guests in the lobby or community for 2 weeks with the expert - Lead connecting with guests in the lobby or community for 2 weeks while the expert observes and provides evaluation - Begin connecting with families/students alone 	

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