



exodus



The Exodus Internship & 'Discipleship Academy'

Welcome

Dear Potential Intern,

Thank you for your interest in the Exodus Internship. This booklet is designed to set out the roles, expectations and key principles of being an intern at Exodus.

If you would like to apply for any of the intern positions noted below please fill in the application form and return it to our team in Coleraine by 20th May 2011.

Intern Overview

The Exodus Internship Programme is a **one-year placement** in one of the departments of our ministry for anyone aged **18-30**. It is a great opportunity for **graduates** or **school leavers** to **serve, develop skills and learn** while contributing to the ministry of Exodus.

Key benefits of the programme include:

- A **varied experience of ministry and service** in a wide range of contexts.
- The opportunity to **invest in the lives of young people** individually and as part of a team.
- The opportunity to be involved in our **new 'Discipleship Academy'** where you will engage with core topics of discipleship, receive Biblical instruction, be trained in ministry skills, and be mentored for ministry.
- The chance to be involved in an **international summer team**.
- The **option of a bursary of £150 per month** plus travel beyond commuting and other expenses. (Exodus do not provide Interns with lodging or meals.)

Costs

Each intern **receiving the bursary** will be asked to raise at least £500 by September 1st 2011 towards this year of investment in their lives. This amount will enable interns to receive books, resources and training throughout the year which will encourage their development.

If you need further assistance or ideas regarding raising support for ministry placements please contact Tim Robinson in the Coleraine centre.

The Roles

Exodus will have 6 internship opportunities running from September 2011 to August 2012

Lisburn & Coleraine Venue (2 places in each centre)

Helping to **plan & run Saturday Nights**, First and Last Stop.

Involvement in **mentoring** through Get Connected.

Working with **local schools and churches**.

Serving in **small groups and summer teams**.

Supporting and encouraging other volunteers.

Assisting in **General Admin**.

Participation in the **'Discipleship Academy'**.

Simulations (1 place based in Coleraine)

Research & development of new simulations.

Planning & delivering simulations

Developing links with **locals schools, churches & events** where Sims could be delivered.

Serving in **small groups and summer teams**.

Training & development of simulations volunteers.

Assisting in running the **residential centre**.

Participation in the **'Discipleship Academy'**.

Media & Communications (1 place based in Lisburn)

Managing and Developing the **Exodus Website**.

Communicating with prayer partners, and other supporters.

Production and creation of **publicity materials**.

Development of **small group and mentoring resources**.

Administration such as **minute taking & record keeping**.

Participation in the **'Discipleship Academy'**.

Discipleship Academy

INVEST—INSTRUCT—INSPIRE—IGNITE

‘The Exodus Discipleship Academy exists to **INVEST** in the next generation through **INSTRUCTION** and **INSPIRATION** so that we might **IGNITE** a movement of disciplers in Northern Ireland and beyond’

Each intern will have the opportunity to participate in this ‘Discipleship Academy’ every Tuesday from September 2011—June 2012.

Interns will participate in 3 group sessions on alternate Tuesdays which will include the following key components:

- **Core Topics**— Engaging with the following key questions (1) Who is God? (2) Who am I? (3) How do I live? (4) How do I lead/disciple?
- **Biblical Instruction**—Grounding our learning in Scripture by studying Galatians, Philipians, Mark, 2 Timothy & Nehemiah.
- **Ministry Skills**—Discussion & expertise on running a discipleship venue, facilitating small groups, mentoring, leadership & leading devotionals.

In the weeks in between these alternate Tuesdays, each intern will engage in **Reflection** involving reading, assignments, mentoring, and staff member line management.

Participation within the Discipleship Academy on a Tuesday will provide a **basis for ministry**. Serving on a Wednesday to Saturday within the areas of our venues, simulations or media and communications will provide a **platform to practice what has been learnt** on a Tuesday.

Interns will be required to find their own mentor prior to September 1st 2011. Should assistance be needed in recruiting a mentor please contact the Exodus staff team.

Expectations for Interns

The Venues in Coleraine and Lisburn exist to provide a **credible Christian alternative** where young people can meet. They aim to be a place where there is fun and where Gods’ name is honoured. It is our dream that another generation will **encounter life, enjoy community and embrace faith within our venues**.

Interns can have a huge influence with the young people involved in Exodus and applicants should be:

- Passionately pursuing a **growing relationship with Jesus**.
- **Enthusiastic about the vision** of discipling young people.
- Open to **serving in new ways**
- Keen to **learn and develop** skills and abilities
- Highly **motivated and hard working**.
- **Organised** with good time management.
- Committed to the **values of Exodus** namely:
 - Abstaining from tobacco, alcohol and narcotic substances.
 - Actively encouraging young people to make wise choices with entertainment.
 - Promoting a biblical view on sexuality - that sexual intimacy is only to be expressed within marriage between a man and a woman.

Exodus Internship Application continued

13) Please describe any other experience or interests you have which may be relevant to the role.

.....

14) Name of Church:

Name of Church Leader :

Address:

.....

Postcode

Tel No: (.....).....

E-mail:

15) Please describe any involvement you have with your church

.....

16) Please describe any allergies/ illnesses/ ailments/ dietary requirements or any regular medication.

.....

18) Please give two referees who are 21+ from whom we will obtain a reference

(NOT a member of your family or full-time Exodus Staff). At least one of these should be someone who knows of any experience you have of working with children/young people. (Please notify Referees that their personal details will be stored)

REFEREE1 Name:

Address:

.....

.....

Postcode

Contact No: (.....).....

Email Address:

How do you know them?.....

.....

REFEREE 2 Name:

Address:

.....

.....

Postcode

Contact No: (.....).....

Email Address:

How do you know them?.....

.....

19) Would you like to apply for the bursary? Yes/No

20) Are you willing to commit to the role and expectations for interns (page 2)? Yes/No

21) Have you read 'The Child Protection Policy' of Exodus Trust? (page 5) Yes/No

22) Have you ever been convicted of a criminal offence? Yes/No

23) Are you presently the subject of criminal charges? Yes/No

24) Is there any reason that you would be unsuitable to work with children? Yes/No

25) Signature of Applicant

Date

(By signing you accept you have read and are comfortable with all information in this booklet)

Please return by 20th May 2011 to:

EXODUS

36 Long Commons, Coleraine, BT52 1LH

Child Protection Policy - Overview

Policy Statement

“Exodus Trust aims to promote good practice by its leaders and by paid or volunteer staff, so that children/young people can safely take part in its activities.”

Overview

We recognise the importance Jesus places on children and the love God has for them. We want to ensure that the best possible environment is provided to allow young people to develop their God given potential. We recognise that child protection and safety is of paramount importance in Christian work and that children have the right to be treated equally and with respect, regardless of colour, race, religion or disability. Exodus aims to promote good practice by its leaders so that young people can be involved safely. When responsible for any group, health and safety must always be in the forefront of the minds of those in leadership and they must regularly remind those in their care of health and safety issues and insist on safe practice in all aspects of the programme. Our work as leaders should be child-focused, i.e. the young people must come first - their physical, emotional and spiritual needs should be seen as paramount.

Who is a child?

Under the Children’s (NI) Order 1995 a child is deemed to be anyone under the age of 18 years.

What is child abuse?

Child abuse does happen. In NI professional guidance issued by the DHSS defines 4 categories of abuse:

1. **Physical abuse:** Involves deliberate physical injury to children.
2. **Sexual abuse:** The use of children by others for sexual gratification.... rape and other sexual assaults, as well as allowing children to watch sexual acts or be exposed to or involved in pornography, exhibitionism and other perverse activities e.g. inappropriate talk and jokes.
3. **Emotional abuse:** The adverse effect on the behaviour and emotional development of a child caused by persistent or severe ill treatment or rejection by adults or peers, e.g. bullying or verbal abuse.
4. **Neglect:** Failure to provide, intentionally or unintentionally, the care, food and physical conditions, including protection from danger, that allow a child to develop normally.

How do we deal with concerns about child abuse?

Child abuse can be very difficult to identify and should not be diagnosed lightly. If a child discloses information which may indicate abuse the following guidelines should be followed.

- Do listen carefully.
- Do ask open ended, non leading questions.
- Do reassure the child that you believe him/her. The vast majority of children who disclose are telling the truth.
- Do tell the child that it was not his or her fault.
- Do tell the Centre Manager or the child care co-ordinator - Mrs. L. Lynas, as soon as possible.
- Do keep a written account of what was said.
- Do praise the child for telling and reassure that they did the right thing.
- Do keep your own emotions under control when talking to the child, but do express them afterwards. You, as a leader, are also important and disclosures of any form of abuse are not easy to deal with.
- Don’t panic!
- Don’t interrogate or investigate the abuse. Trained professionals will do this properly.
- Don’t imply blame to the abuser/parents.
- Don’t promise confidentiality or keep the disclosure secret.
- Don’t tell the child everything will be fine now.

Child Care Co-ordinator Role— Mrs. Lynda Lynas

The designated officer in Exodus is Mrs. L. Lynas. She takes responsibility for dealing with disclosures and also liaison with the appropriate authorities. Lynda is conversant with the policy of the organisation. She ensures that leaders are aware of the issues regarding child abuse and ensures that a high standard of child protection is being followed by leaders. Her telephone number is 02870832051.

Code of Good Practice

First Aid

In the event of a medical emergency

- The team leader should have medical details and emergency contact details of the team member.
- Team members parents/next of kin should be contacted.
- Exodus should be contacted
- Medication should not be given without written parental consent.
- In the event of illness or accident requiring emergency treatment, the team leader can sign on behalf of the team member or their parents any written form or consent required by the hospital authorities, if the delay required to obtain the team members (or parents) signature is considered inadvisable by the doctor or surgeon concerned.

Record Keeping

- In the case of an accident or incident the team leader should keep a record on the forms provided of:
 - ◆ Accident or emergency, noting the date and time, action taken and witnesses.
 - ◆ Allegation of abuse, recording date, time, nature of abuse, action taken and witnesses. This should be signed by the person in charge of that particular activity.

Transportation

- Hired Transport must be from a reputable company.
- Each child/young person should occupy a single seat with a seat belt and its use required.
- Private cars should not be overcrowded with the owner aware of the limitations of his/her insurance. The owner must advise the insurance company of their intent to use their vehicle for such a purpose.
- If at all possible, leaders should not travel alone with a child/young person. If it is unavoidable your team manager should know of the arrangement and parents should be notified. The child/young person should be seated in the back.
- In the event of an accident occurring professional medical help must be obtained and the parents notified immediately.

Recreation

- A modest dress code should be followed by everyone at all times.
- Inappropriate videos and music should not be part of the team experience. It is easy to compromise in this area. Err on the side of caution.
- Health and safety should always be a priority in all games and recreational activities.