

INTERNSHIP INFORMATION

2024

CHRISTIAN YOUTH CAMPS INC



February to December 2024

Welcome

Welcome to the Internship information booklet.
Firstly, we are so excited that you are looking into internship possibilities.

Here at CYC, we currently are offering 1 type of internship:
Pathways Internship (Diploma)

As an intern, you are committed to one (1) year of study with Pathways Bible College and work with Christian Youth Camps.
With training from internal and external providers.

In this booklet, we have outlined the expectations of what we want our interns to abide by. These expectations are designed to help you flourish and grow into a Godly man or woman who seeks what is best and reflects who God is to others.

Please make sure you have read this booklet thoroughly. If you have any further questions, comments or queries, don't hesitate to get in touch with us at leaders@cyc.org.nz

We are here to support you, so if you ever need to chat or discuss things, feel free to come have a yarn!



Pathways Bible College

With Pathways, you will be studying towards gaining your New Zealand Diploma in Christian Studies (Level 5).

You are required to study at least 16 hours per week. We provide you with a study day (usually every Monday) where you will be required to be in the CYC office from 8 a.m.-5 p.m. (with the exception of meal breaks). Giving you a study day is our way of helping you get in the habit of studying, and it gives you an uninterrupted day. As the year goes on, you will most likely find that you have less and less spare time elsewhere, so we ask that you please try and stay focused on these study days in order to get the most out of them. In addition, the expectation is that you will spend some serious time studying after work and during the weekend to complement the Monday study day.

Through Pathways, you will have three mentors (Spiritual, Ministry, and Academic) to help you through this next year. You are required to meet with each of them for at least 30 minutes every two weeks. These meetings will need to take place in your own time, outside of work time. You are responsible for getting in contact with them and planning the meeting.

Every six weeks (approx.), you will be required to attend a week-long Block Course run by Pathways, where you will have lectures, meet with your Spiritual Formation group, and be able to ask any questions you have to the Pathways staff. These Block Courses are from Sunday-Friday, and you will be required to organise your own transport to get there. We do not pay you during block course weeks, and no extra study day is given.

We also do not give you a study day during Holiday Camps, so all assignments due must be completed prior to the beginning of camp.

Christian Youth Camps

You will be required to work (paid work) 16 hours per week and volunteer 16 hours with study hours.

You will be required to do various jobs from day to day. From helping in the kitchen to painting, instructing, planning holiday camps and cleaning, as well as a good amount of maintenance in there too.

The internship is hard sometimes. You won't always love every second of it, but we encourage you to choose to see the mundane, boring, unpleasant jobs as character-building and service to God - because, really, that's what it is!

Colossians 3:23 states: "Whatever you do, work at it wholeheartedly as though you were doing it for the Lord and not for people."

Something good to do would be to ask God to give you a willing heart, a heart ready to be challenged, learn, and grow.

Your internship here is a great place to learn servant-hearted leadership and learn directly from Jesus' example to us.

We also arrange other opportunities to do other ministry work from time to time - including youth groups, Bible in Schools (Launchpad) etc.

Quick Info:

While you are interning, you will:

- Be required to wear your staff uniform while at work (including holiday camps) and representing CYC at events offsite
- Pay rent and live in onsite accommodation for the duration of the internship
- Have to pay your own power (payable to camp), food and wifi
- Be entitled to eat food off the staff shelf in the Camp 2 kitchen
- Have a one-hour lunch break, as well as 2 x 15 minutes for morning and afternoon tea
- Have at least a learner's license (minimum) to drive camp vehicles onsite, but restricted and above is preferred.
- Not be allowed to drive camp vehicles offsite unless you are on a full license or accompanied by a fully licensed driver (2 years)
- CYC will pay for you to receive first-aid training if you do not have a valid first-aid certificate already
- Be responsible for running at least one ministry camp with any other intern/s

Our environment at CYC is like a big family, so generally, there is a shared dinner at Steven and Jane's house once a week for interns and staff to attend - you are encouraged to attend this when possible.

Serving God & Serving others

You are not invincible! You will get tired and weary and even grumpy. Here at CYC, we know the importance of having daily devotions and spending alone time with God. We need God to be our motivator, our encourager and our firm foundation each day. We encourage you to find a time that works with your schedule and make spending time with God a habit. You can ask your mentors to help keep you accountable or to do a Bible reading plan with you.

We also strongly recommend and support your attendance and participation in a local church/youth group. Working at camp can be draining, so spiritual filling is important, as well as fellowshiping with other Christians. This should be a priority at least once a week.

We would also recommend doing some community work/service in either your local church or an organisation you're passionate about. This could include, but isn't limited to:

- Helping in the kids church, youth group, kitchen, or music team at your local church
- Volunteering at a soup kitchen/homeless shelter
- Helping out at a sports team
- Spending time mentoring youth in your community
- Serving at youth events/conferences you hear about

We think it's really important to cultivate an attitude of service in more places than just at CYC. There are so many opportunities for you to serve God and others!

So what is required of me?

As Christians, we are called to a higher standard of living (Ephesians 5:1-2). Here at CYC, staff members aim to live their lives according to Biblical standards, therefore living above reproach (Titus 1, 1 Thessalonians 5:22). While you are an intern at CYC, you are seen as a staff member and a leader in the CYC community. You are in a position of authority over leaders and campers, and due to this, the way you conduct yourself is very important. Sexual immorality, pornography, drunkenness, illegal drug use, disrespect, and pride are not acceptable in the eyes of God, and CYC will consider this misconduct (see staff manual for more information on this.)

While interning at CYC, we require you to make mature and wise decisions and follow the guide of the Bible and the Staff Manual, which includes but is not limited to the following examples:

Relationships:

Do not look to establish any new relationships during your internship at Christian Youth Camps Inc., as we would not want that to be a distraction from your work or studies. If this does happen, we expect you to let us know if you are considering entering a new relationship. If you are already in an existing relationship, that's okay, but your mentors will help keep you accountable. Any type of Sexual immorality/sin is not acceptable in the eyes of God, and CYC will consider this serious misconduct (please see staff manual).

Lifestyle:

Living above reproach is more than 'not doing things that could be interpreted wrongly'. It's a way for you to protect yourself against accusations that could be made against you. Because we are ambassadors for Jesus, we want to present Him well.

This means being aware of the clothes you wear - making sure they are appropriate - this includes revealing swimwear, short shorts/crop tops, and singlets with low armholes, as well as things like not being alone with those you are attracted to or of the opposite gender to you in your staff accommodation. Rule of three is to be abided by at all times. If this is not possible, leave doors open and sit in places others can see you.

Authority:

As Christians, we believe every authority is given from God (Romans 13:1) and that God is the ultimate authority. At CYC, our authority chart goes:

God > Wayne (Chairman of the Board) > the Board > Steven (Director) > Area coordinators (Operations, Office, Ministry, Maintenance, Kitchen and Bookings). You are answerable to all of these people and are to submit to CYC's authority during your time here.

If you have a problem with someone, apply Matthew 18:15-17 and talk to them. If that doesn't work, talk to them with Steven or Dan and then with the CYC Board.

Unity:

"Your love for one another will prove to the world that you are my disciples." John 13:35

In the book of James, it speaks of the danger of the tongue. At CYC, we are committed to maintaining unity among staff members. If there is an issue you would like to discuss, either speak to Steven, Dan, or Monique rather than indulge in gossip. We would love to continue to create a culture of honour here at camp. It is also very important to pray for camp and your workmates. We are fighting a spiritual battle (the devil hates unity), and we need to lift one another up in prayer.

We take the unity of the staff family very seriously, so to be found to be causing division amongst staff could be a reason for dismissal.

Philippians 2 says, "Agree with each other, love each other, be deep-spirited friends."

Job Description & Important Info

The internships are made up of three agreements. Which include an employee agreement, a volunteer agreement, and then a study agreement with Pathways.

The primary role is:

To support and promote the Employer's Mission/Vision Statement.
To be committed to the C.Y.C. Statement of Faith and the Constitution of the Incorporated Society under which the Camp functions.

To help support all general staff functions

To help support the other staff, to encourage, serve and pray for them and build together with them as a team with a single vision before God.

To communicate with Camp Youth leaders in a mentoring /discipleship role.

To study alongside the internship with Pathways Bible College.

Required Personal Attributes:

Willingness to contribute to a positive working and team environment.

Ability to manage high expectations and workload.

Ability to be punctual and organized.

Has good time management skills.

Has excellent customer service.

Has an open mind and shows initiative.

Good communication (Oral and Written).

Takes suggestions and constructive criticism well.

Intern Job Description includes but is not limited to

Help in the kitchen prepping and serving food

Cleaning the kitchen

Supervising other kitchen staff in the chef's absence

Cleaning of all camp buildings, including bathrooms

Work around grounds and buildings, including painting

Supervising camp activities

Continual improvements

Activity Instructing

Manage SOPs and RAMs and Supervision/Instruction of activities

Supervise the upkeep of camp adventure activities

Be part of the instructing team

Helping with running activities

Maintenance

Aid in maintaining campgrounds

Weed gardens, clean gutters, clear leaves, and trim grass

Painting interiors and exteriors of buildings

Ministry

Assist in running CYC ministry camps and other ministry work where required.

General

Help in general camp work as required

Prerequisites/Requirements for the Role of Pathways Intern

At least Year 12 (Level 2) Certificate

Study in conjunction with Pathways Bible College, Diploma in Christian Studies

Volunteering 16 hours a week in line with the Volunteer Agreement attached to satisfy Pathways College requirements

Volunteer Role Description - Pathways

As a Pathways Intern and Volunteer at Christian Youth Camps, your role will include the following:

Your ministry practicum is in line with Pathways College's requirements

Planning ministry camps, including but not limited to kids holiday camps, teens camps, leaders training, snow camps, etc.

Running ministry camps, including but not limited to kids holiday camps, teens camps, leaders training, snow camps, etc.

Hosting and interacting with camps who use CYC facilities while feeding into their lives spiritually

16 hours of study time, which will include a designated area of office space to undertake such work.

CYC Contact phone numbers:

CYC Office: 07 824 8495

Steven Miers: 027 448 7396

Monique Riddell: 021 101 3785

Pathways:

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