



# **EMERGING LEADERS**

*INFORMATION PACKET*

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## **POTENTIAL E-LEADER,**

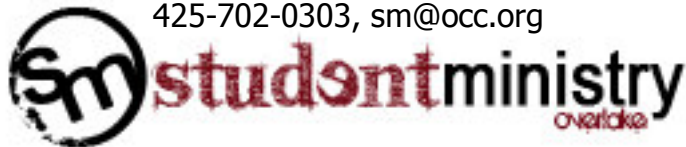
Leadership is influence and we see emerging leaders as those who are preparing for a life of influence. We're thrilled that you're potentially looking at your life from that perspective and that you're willing to consider an adventure that will thrust you down a road of experimentation and discovery, failure and growth, success and fulfillment... all for the glory of a God who has shaped you in a specific way for His specific purpose!

As you read through the following pages it's our hope that you'll find what you're looking for in terms of a next step in life that will help you through this period of transition and growth. We'd encourage you to spend some time praying, asking God to reveal whether this role is one he'd have you commit to. Spend some time talking with those who know you best and would have wisdom to offer as you make big decisions.

If you have questions, please call or email! We'd love to help you in the process of thinking through all details and whether or not this next step would be the right one for you.

Praying for your future!

Jake, Bob, & Rory  
Student Ministries Pastors  
425-702-0303, [sm@occ.org](mailto:sm@occ.org)



# WHAT WE'RE LOOKING FOR

## What type of person are we looking for?

At Overlake we seek to identify potential leaders who have the potential to lead in a greater capacity.

We're looking for young men and women who desire to:

- LOVE GOD and deepen their relationship with Him.
- LOVE PEOPLE through their God given SHAPE.
- SERVE THE WORLD both locally and globally.

## What is the Emerging Leaders program?

The Emerging Leaders program might best be compared to the idea of an internship, but it's our desire to train more broadly than a traditional intern program. Internships are generally offered by an organization to an individual who seeks to work in that organization or in that particular field. Though a number of students who engage in the Emerging Leaders program may seek to serve in vocational church ministry we desire to train students who will choose to see themselves as ministers in whatever field they sense God calling them to.

The program will fulfill the following objectives:

1. **EQUIP** you to **grow in your faith** beyond any level of growth you've ever experienced through deep-level discipleship
2. **EMPOWER** you to influence the next generation through the development of **leadership skills**
3. **EXERCISE** your gifts and abilities through hands-on ministry opportunities to gain **practical experience**

# **EXPLANATION OF KEY COMPONENTS**

## **EQUIP:**

### **What we want to produce... SPIRITUAL GROWTH**

1. People of passionate spirituality
2. People of spiritual self-discipline
3. People of humility and integrity

### **How we'll do this...**

1. **Team Prayer:** Throughout the year we'll gather for passionate prayer for our ministry, our church, and each other.
2. **Team Fasting:** The team will regularly practice the spiritual discipline of fasting together.
3. **Team Meals:** Valuing relationships on the team and fun together is a priority. That will be accomplished in part during meal gatherings.
4. **Outside Worship & Prayer Experiences:** When opportunities arise the team will visit other ministries and attend outside worship/prayer events together.
5. **Team Meeting:** The team will gather weekly for discipleship training that will be deep enough to challenge and basic enough to understand and reproduce.
6. **Mentor Meetings:** Each participant will find/be placed with a mentor within Overlake who will provide spiritual guidance, encouragement, and career-related wisdom.

## **EMPOWER:**

### **What we want to produce... LEADERSHIP ABILITY**

1. People who understand the purposes and process of the church
2. People who believe that leaders are learners
3. People of right priorities and healthy balance

### **How we'll do this...**

1. **Leadership Reading & Homework:** A small, but essential, amount of reading and homework will be assigned during the Leadership Development Sessions.

2. **Staff Teaching Sessions:** Different staff members will be invited to regularly join the team to teach on subjects ranging from conflict management to personal finance.
3. **Youth Ministry Conference:** In the spring the team will get away to attend a Youth Ministry Conference together to grow, learn, and laugh together.
4. **Evaluation:** Personal evaluation will happen in the form of a weekly review that records a brief look back and ahead. Individual evaluation will happen informally on a regular basis through conversation with one's mentor and with Student Ministries staff. There will also be a three-month and six-month review to consider the participant's placement in ministry and overall experience.

## **EXERCISE:**

### **What we want to produce... PRACTICAL EXPERIENCE**

1. People who have healthy people-skills
2. People who have a life-long view of ministry (regardless of career)
3. People who add to the effectiveness of Student Ministries and Overlake

### **How we'll do this...**

1. **Office Hours:** Each participant will spend at least 5 hours in the office working in the area of ministry that has been selected based on a S.H.A.P.E. evaluation that will be given and reviewed within the first month.
2. **Contact Work:** Relational student ministry is at the core of who we are. We embody that when we get into a student's world by attending their soccer game or taking a couple of them out for Starbuck's after school. Each participant will use the "3-2-1" method in the area of contact work...3 phone calls or emails, 2 notes, 1 personal contact each week.
3. **Student Ministries Events:** From "Forum" on Sunday mornings to Wenatchee Junior High Camp there's a full slate of youth ministry events that require hands-on ministry that will sharpen your ministry skills and add to our effectiveness.
4. **Outside Ministry:** In addition to serving in Student Ministries each participant will be able to get a bigger picture of what happens week-to-week in the other ministries at Overlake. Each participant will volunteer 4 or more hours a month in a ministry (outside of Student Ministries) of their choice.

# **EXPECTATIONS & RESPONSIBILITIES**

## Shared Expectations

Maintain **personal relationship with God** through daily quiet time and other spiritual disciplines

Maintain an “**above reproach**” lifestyle (*see Adult Leader Commitment Form*)

Understand that **dating is discouraged** on the team and not permitted between adult leaders, fellow Eleaders, and especially students!

Display a strong commitment to **team unity** and resolve conflict immediately

Submit **Weekly Review & Goals** @ the end of our weekly team meeting.

Complete **reading and homework** on time

Participate in regular **informal evaluations** and **formal evaluations** (at 3 and 6 months)

## Shared Ministry Responsibilities

**Flipside/Forum:** arrive at 8am for set-up and greeting, stay until 1:00pm for tear-down, fulfill responsibilities of a leader at both gatherings. (see “Adult Leader Handbook” for Description)

**Group Life:** arrive at 6:30pm for prayer and leaders meeting and stay until 9:00pm for clean-up, fulfill responsibilities of a Life Group Leader (see “Adult Leader Handbook” for Description)

**Adult Leadership Team Meetings:** Bi-Monthly

**Office Hours:** 5 Hours per week

**Student Ministries Camps/Retreats/Events:** happen on various days/times throughout the year

## Specified Ministry Responsibilities

Based on **S.H.A.P.E. profile** to be given and reviewed within the first month of the program

## **ADDITIONAL FAQs**

### ***What types of hours are required of me?***

A typical week will require about 16-20 hours to fulfill each of the three objectives.

<b>Sunday:</b> Flipside & Forum	<b>5 hours</b> 8:00-1:00pm
<b>Midweek:</b> Group Life	<b>3 hours</b> 6:00-9:00pm
<b>Team Meeting:</b>	<b>2 hours</b> TBA
<b>Office Hours:</b>	<b>5 hours</b> Varies with personal schedule
<b>Mentor Meeting:</b>	<b>1 hour</b> Varies with personal schedule
<b>Events:</b>	<b>2 hours (average)</b> Varies with area of ministry
<b>Camps/Retreats:</b>	<b>Twice a Year</b> Dates vary with area of ministry
<b>Conference:</b>	<b>Once a Year</b> TBA

### ***How much does it cost?***

The program itself is of no cost to participants. However, there will be various ministry experiences that require a small amount of money on a weekly basis (example: having lunch with students) and occasionally for books. In addition, we will be attending a youth ministry conference together in the spring. Conference fees and travel expenses will need to be raised at that time.

***Can I take classes at the same time?***

Yes, we encourage you to do so. The program is not intended to be a replacement for education. However, we strongly encourage you to take a lighter load, especially if you intend to work. Participants who work and take classes will face the challenge of balancing a demanding schedule. We feel this is an opportunity for growth in the area of time management as a leader.

***Can I work at the same time?***

Yes, but your commitment to the program must take priority over work. Part of your growth as a leader involves the ability to balance multiple roles and organize your time effectively. You will be informed of ministry commitments well in advance and will need to ask for the appropriate time off.

***What will I have accomplished by the end of the year?***

You will have:

- Developed a personal mission statement
- Developed a life plan/life goals
- Found areas of giftedness and grown in them through hands-on experience
- Undergone intensive discipleship that's reproducible
- Learned time management skills and the ability to balance a full schedule
- Developed a relationship with and gained direction from a wise, spiritually mature mentor
- Developed relationships with several Overlake pastors and staff members
- Gained a group of friends that you've grown, worked, ministered, laughed, and made memories with

# **IMPORTANT DATES**

<b>July 5</b>	Applications are Due
<b>August 10</b>	Program Begins
<b>August 16</b>	Emerging Leaders are introduced in Sundays Services
<b>December 21-January 2</b>	Christmas break
<b>August 8</b>	Program ends

# EMERGING LEADER APPLICATION



**PLEASE NOTE:** If you have already completed the **Potential Leader "Contact Form"** you are only required to complete the following sections:  
**General Information, Life Experience & Future Goals.**

## POTENTIAL LEADER "CONTACT FORM"

### GENERAL INFORMATION

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Washington State Driver's License #: \_\_\_\_\_

Phone (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Work) \_\_\_\_\_

Email \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

Work Status:       part time     full time     student  
Marital Status:     single         married     divorced

### EDUCATION

High School: \_\_\_\_\_ Year Graduated: \_\_\_\_\_

College/Trade School: \_\_\_\_\_ Year graduated: \_\_\_\_\_

Degree: \_\_\_\_\_ Minor: \_\_\_\_\_

Other Education: \_\_\_\_\_ Year graduated: \_\_\_\_\_

### INTEREST

Flipside      (Sunday Leader)       Group Life (Life Group Leader)  
 Forum        (Sunday Leader)       Mentor

# LEGAL & LIFESTYLE CONCERNS

In caring for students, we believe it is our responsibility to seek adult leaders who are able to provide healthy, safe and nurturing relationships. Please answer the following questions accordingly. Any special concerns can be discussed individually with the pastoral staff.

- Are you using illegal drugs?  yes  no
- Have you ever gone through treatment for alcohol or drug abuse?  yes  no
- Is there anything in your life that may damage the credibility of OCC?  
*If yes, please describe on back.*  yes  no
- Have you ever committed, been arrested for, or convicted of a crime?  
*If yes, please describe on back.*  yes  no
- Have you ever been accused or convicted of any form of child abuse?  
*If yes, please describe on back.*  yes  no
- Have you ever been a victim of any form of child abuse?  yes  no
- If yes, would you like to speak to a counselor or pastor?  yes  no
- Have you ever had sexual relations with a minor after you became an adult?  yes  no
- Are you willing to be finger printed for State Criminal Conviction Clearing?  yes  no
- Do we have your permission to run a background check?  yes  no

**Please respond to the following:**

**You are legally responsible to report any incident or suspected incident to church officials and/or the police immediately involving a youth that has admitted to a sexual contact by anyone, shows obvious signs of or has indicated bodily abuse, has admitted to a crime or the intent of committing a crime, has admitted to taking or possessing illegal drugs or weapons, or has indicated that he or she is thinking of killing themselves. Are you willing to abide by this?**

**You are not to agree to hold in confidence any of the above-mentioned items and that if a student asks you to do so you are to tell them that you are legally required to notify proper authorities if the situation warrants it. Are you willing to abide by this?**

**Church policy prohibits any adult acting on the church's behalf to be alone with any minor regardless of gender. Are you willing to abide by this?**

The information contained in this application is correct to the best of my knowledge. I, the undersigned, give my authorization to Overlake Christian Church or its representatives to release any and all records or information relating to working with minors. Overlake Christian Church may contact my references and appropriate government agencies as deemed necessary in order to verify my suitability as a Student Ministries volunteer.

I understand that the personal information in this application will be held confidential by the professional church staff.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please mail/fax to: OCC, Attn: Jake Goetze, 9900 Willows Road NE, Redmond, WA 98052  
Phone: (425) 702-0303, Fax: (425) 702-0505, E-mail: [jhm@occ.org](mailto:jhm@occ.org), Web: [www.occ.org](http://www.occ.org)**

Office Use Only: \_\_\_ Background Check \_\_\_ OCC Staff Check \_\_\_ Approved \_\_\_ Not Approved

## **LIFE EXPERIENCE & FUTURE GOALS**

Give an overview of your personal history/testimony. Include where you grew up, family situation(s), and how you feel these experiences will affect your participation in the program?

List and explain two of your strengths and two of your weaknesses.

Explain how and why God is leading you to be part of Overlake's Emerging Leader program. Include how you believe Overlake can help you, meet your goals, and how you can help fulfill the mission of Overlake Christian Church.

Where do you see yourself in five year? Be as specific as possible. If you are undecided about your career, share some possible areas you could see yourself working in.