



426 W. Gay St. West Chester, PA 19380 610-430-3508 | f: 610-344-7308
www.cornerstonewestchester.com

Cornerstone Internship

Cornerstone Christian Fellowship is actively searching for those who believe they are called to a deeper level of training and service and willing to be involved in an intensive mentorship training program centered on the emotional relational terrain of leadership.

Leadership Opportunities

Ordination Track

To be ordained as a Reverend:

- [1] The intern needs to complete an academic curriculum equivalent with a Masters of Divinity or a Masters of Theological Studies.
- [2] Must complete the internship program the mentors have designed with you, which includes: a regular meeting with the mentoring team and participation in the community of faith.
- [3] Must demonstrate growth and maturity in the emotional relational terrain which includes character and integrity, an ability to stand in difficult circumstances, teachability, the practicing of the spiritual disciplines, willingness to be part of a team, ability to work with people, ability to submit to leadership in a healthy way, and the ability to identify and communicate your doctrinal beliefs to the elder team as the ordaining body.

Certificate Program

To receive a Certificate of Completion:

- [1] The intern needs to complete the certificate internship program the mentors have designed with you which includes: a regular meeting with the mentoring team, participation in the community of faith, and a practical ministry project.
- [2] Must demonstrate growth and maturity in the emotional relational terrain which includes character and integrity, an ability to stand in difficult circumstances, teachability, the practicing of the spiritual disciplines, willingness to be part of a team, ability to work with people, ability to submit to leadership in a healthy way, and the ability to identify and communicate your spiritual beliefs to the elder team as the certifying body.

Eligibility Criteria

The candidate:

- [1] believes they are called to ministry and desires to be trained.
- [2] demonstrates a willingness to work with the pastors and elders of CCF and is committed to consistent participation in the life and ministry of Cornerstone while an intern.
- [3] willing to receive feedback for the purpose of development and growth.
- [4] demonstrates character and integrity.
- [5] has margin in their personal life (family, relationships, finances, etc.) at this present time.

Do you fulfill the list of eligibility requirements? Why or why not?

Cornerstone's Mission Statement:

Loving God and Loving Others Fearlessly.

Cornerstone's Core Values:

- We receive and offer God's grace abundantly
- We value and respect all people equally
- We stay at the table
- We embrace learning and discovery
- We multiply leaders

Cornerstone holds to the following doctrine and practice:

- [1] We affirm the faith statements declared in the historical creeds of the church (the Apostles' and Nicene Creeds).
- [2] We affirm that the Bible is the inspired Word of God, fully trustworthy for life and faith.
- [3] We are an inclusive, diverse community that encourages all people to engage in full participation and leadership regardless of, but not limited to, age, race, class, sex, ethnicity, gender identity, sexual orientation, or ability.
- [4] We are called to live the Christian life by the power of God's Holy Spirit and believe that the spiritual gifts are to function in fullness for the purpose that the mission of the church to be completed.
- [5] We believe church leadership is to be elder-run, servant and plural. The elder team makes directional decisions by consensus.
- [6] We affirm the Great Commission as the missional goal of the church. We are called to proclaim the whole gospel (evangelism, justice) for the whole world (local, global).
- [7] We believe all people are to work together as equal partners in ministry beneath the headship of our Lord Jesus Christ.
- [8] We are called to hold to the Word of God *and* allow the Holy Spirit freedom to move.

_____ I am in agreement with the above statements

_____ I am not in agreement with the above statements. Please explain below

Signature _____ Date _____



426 W. Gay St. West Chester, PA 19380 610-430-3508 | f: 610-344-7308
www.cornerstonewestchester.com

APPLICATION FOR ADMISSION

General

Name _____
(last name) (first name) (middle name)

Present mailing address: _____

_____ Zip _____

Home phone: () _____ Cell: () _____ Other: () _____

Permanent home address (if different): _____

_____ Zip _____

Email: _____

Occupation: _____

Employer name: _____

Address: _____ Telephone No. () _____

Of what country are you a citizen? _____ Visa Status? _____

If you are not a U.S. citizen, you must submit a copy of your visa.

Passport expiration date: _____

Date of birth: _____ Place of Birth: _____

Marriage and Family

(Fill in all blanks which apply to you)

If married, give name of partner: _____

Date of marriage: _____ Is partner in agreement with you joining this program? _____

If not, please explain: _____

Partner's signature for confirmation: _____

If you have children, indicate their names and ages below:

Education

List below all previous academic and professional training including education, theological studies, conferences, certifications, CCF courses, and any other related continuing education endeavors. Feel free to attach extra paper if needed.

| Name of School and Location | Attendance | Degree | Date Received or Expected |
|-----------------------------|------------|--------|---------------------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

List your undergraduate major: _____ minor: _____

If you have pursued graduate study, specify the field of concentration:

Church Background

State chronologically the history of your church involvement. Accompany this list with the dates of each involvement. Include any long period of non-membership or inactivity.

Length of current membership _____ Name of current pastor _____

Mailing address of church _____

Email or website of church _____

Christian Ministry

Please check all that apply, and fill in applicable spaces:

I am licensed to preach. By what church/group? _____

I am ordained. By what church/group? _____

Date of ordination _____

My ministerial work does not require licensing or ordination. Please briefly describe your ministry:

In what denomination do you plan to work upon graduation from seminary? _____

Legal Disclosures

Have you been convicted of a crime within the last 7 years (other than a minor traffic violation)? _____ If yes, give details on a separate sheet.

Personal Statement

See the Personal Statement form



426 W. Gay St. West Chester, PA 19380 610-430-3508 | f: 610-344-7308
www.cornerstonewestchester.com

References

Please submit the names and contact information for **both**:

- a. your most recent Pastor, pastor-figure or ministry mentor, and
- b. another Christian leader who has worked with you in ministry, or who is able to assess your strengths, weaknesses and potential for ministry.

We will send each of them the required reference forms to complete on your behalf. **You must alert them ahead of time that you have submitted their names, and then follow up with them in a couple of weeks to ensure that they have returned the forms to us.** These references will serve as a baseline for mentor/colleague feedback, and will become part of your student file in the Office of Student Formation.

a. Pastor /Mentor Reference

Name _____ Relationship/Position _____

Church/Institution _____

Address _____

Phone _____ Email _____

b. Christian Leader Reference

Name _____ Relationship/Position _____

Church/Institution _____

Address _____

Phone _____ Email _____



426 W. Gay St. West Chester, PA 19380 610-430-3508 | f: 610-344-7308
 www.cornerstonewestchester.com

Reference Form

Name of applicant _____

To the Evaluator: The person named above has applied for admission to Cornerstone Christian Fellowship's Internship Program. Please evaluate the applicant by completing this form. *If you are a close relative, please have the applicant choose another appropriate person to write the reference.* If the applicant is accepted for admission to CCF, your reference will serve as a baseline for mentor/colleague feedback, and will become part of the student's file. Since realistic feedback is essential to genuine growth, we appreciate your candor. Please use separate sheets as necessary.

How long have you known the applicant, and in what capacity? How recently have you had significant contact with the applicant?

There are several characteristics/qualities that could affect both the applicant's success as a seminary student and his or her subsequent ministry. Please check your rating of each one for this applicant:

| CHARACTERISTIC/QUALITY | UNABLE TO JUDGE | WEAK | AVERAGE | STRONG |
|---|-----------------|-------|---------|--------|
| Committed to Christ | _____ | _____ | _____ | _____ |
| Has vibrant, growing faith | _____ | _____ | _____ | _____ |
| Committed to Christian Community | _____ | _____ | _____ | _____ |
| Able to think critically | _____ | _____ | _____ | _____ |
| Willing to learn from others | _____ | _____ | _____ | _____ |
| Has leadership ability | _____ | _____ | _____ | _____ |
| Takes initiative | _____ | _____ | _____ | _____ |
| Relationally comfortable & appropriate | _____ | _____ | _____ | _____ |
| Compassionate | _____ | _____ | _____ | _____ |
| Open & vulnerable | _____ | _____ | _____ | _____ |
| Listens to & hears others | _____ | _____ | _____ | _____ |
| Interacts constructively with diverse views | _____ | _____ | _____ | _____ |
| Willing to accept constructive feedback | _____ | _____ | _____ | _____ |
| Able & willing to be self-reflective | _____ | _____ | _____ | _____ |
| Cooperative & collegial | _____ | _____ | _____ | _____ |
| Dependable | _____ | _____ | _____ | _____ |
| Emotionally stable | _____ | _____ | _____ | _____ |
| Affirms self & others | _____ | _____ | _____ | _____ |
| A person of integrity | _____ | _____ | _____ | _____ |
| Able to balance competing personal and professional demands | _____ | _____ | _____ | _____ |
| Sets clear and appropriate boundaries | _____ | _____ | _____ | _____ |
| Is teachable | _____ | _____ | _____ | _____ |
| Submits to authority | _____ | _____ | _____ | _____ |

(Explanatory comments about the applicant's characteristics and qualities, your recommendation, and other issues are welcome.)

Evaluator Declaration

I attest this is my best assessment of the application as I know him or her.

Signature _____ Date _____

Print Name _____

Email _____

Church/Institution _____

Position _____ Phone () _____

Address _____



426 W. Gay St. West Chester, PA 19380 610-430-3508 | f: 610-344-7308
www.cornerstonewestchester.com

Personal Statement

Instructions

You may send your Personal Statement to the Cornerstone Administrative Office separately from the rest of your Application. If you are accepted for admission to CCF's Internship Program, your Personal Statement will be used as a benchmark for advising and assessment purposes, and will become part of your file.

Part I

Please respond to the following. Feel free to attach additional sheets as necessary.

1. What is the reason you applied to this program and what do you hope to get out of it?

2. What persons, events, and other factors have significantly influenced your Christian journey thus far?

3. Describe the significant motives, convictions, persons and/or experiences which have led you to pursue this program.

4. What does it look like to be teachable and a learner? Please elaborate.

5. What are your greatest strengths? What areas are your greatest opportunities for growth?

6. When you are depleted what activities refresh you?

Part II

In 4 to 8 double-spaced typed pages, please exhibit your best writing and thinking skills by developing an essay that responds to the following:

- A. Describe your conversion experience.
- B. Describe your calling. How was it confirmed? What criteria do you use to confirm a call? If asked, "How do you know God called you to this?" how would you respond?
- C. What do you see in your future?

Please return directly to the CCF Administrative Office at
426 W. Gay St. West Chester, PA 19380 610-430-3508 | f: 610-344-7308
adminccf@gmail.com