



Pastoral Internship Syllabus | 2023-2024

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INTERNSHIP PURPOSE

The Del Ray Baptist Church (DRBC) Pastoral Internship program assists men who aspire to be a pastor. Most men who participate in the internship have pastoral ministry as their aim, although this is not required. Former interns have gone on to be faithful members of their church, lay pastors, full-time pastors, and church planters.

The aim is to grow aspiring pastors in their love of God, their understanding of the Bible and the church, and how the gospel intersects with everyday life. Interns who complete the program are equipped with foundational pastoral principles to serve God in a local church.

INTERNSHIP DESCRIPTION

The internship is nine months long, follows the academic school year (September through May), and provides unique and intensive learning opportunities. DRBC interns are those who *serve, study, survey,* and *spend*.

Serve

Interns, like pastors, are first servants of God and the church. Part of the training is cultivating a humble heart of serving the Lord by learning to identify needs and selflessly serve the church. Interns assist the church with administrative tasks, building custodial duties, and miscellaneous needs around the church. While a separate employee category, interns are valuable assets and members of the DRBC Support staff, and as such, they should see themselves as employees working towards the success of DRBC. Interns should consider it a privilege to serve the church and take personal and group ownership of their indispensable role. In short, interns are the backbone and unsung heroes of the staff, often relied upon for important albeit unseen service.

Study

The life of an intern is a balance of serving and studying. Over the program, interns will digest more than 200 books, articles, and media, read 10-20 books of the Bible, and write over 130 pages in response. The pace is intense and requires disciplined study habits, but in the end, the reward of a bountiful harvest will be great. When not serving the church, interns are expected to steward their time in reading and writing to complete their weekly assignments. This studying is not an academic exercise; instead, interns will approach their study with deep, heart-level engagement and reflection. The aim is biblically conformed hearts and convictions, as well as the cultivation of lifelong pastoral habit patterns.

Survey

Interns are pastors in training. DRBC affords interns the opportunity to observe a healthy church follow Christ as her head. Interns obtain valuable learning in observing a healthy church function at all levels, including staff meetings, service reviews, elder meetings, membership interviews, service planning, members meetings, various elder teaching and preaching, and regular member activities. Occasionally, interns will assist the elders with special projects that aid the elder board and the church. These projects could include writing memos or policy documents, editing or revising existing operating procedures, strategic planning, planning and coordinating important events or retreats or accompanying an elder on a house or hospital visit. The aim is for interns to be equipped with a solid framework of a healthy church and personal hands-on experience.

Spend

All interns are disciples of Christ first and members of DRBC second. As members of the local church, the elders expect interns to spend and be spent for the ministry of the saints. Meaningful membership includes being present and involved in various church ministries and Bible studies, building rich relationships with other members, discipling men, loving and serving other members, and practicing hospitality. As future pastors, interns should lead their families (if applicable) in faithful and deep involvement and engagement in the local church and should make financial and family plans to allow for faithful spouse and family involvement. Interns should use this time to imitate the example of the elders and “practice pastoring” by being a healthy church member. Interns are not invited to DRBC mainly to study but to cultivate vibrant lives as members of DRBC and develop pastoral instincts for future ministry.

Important Syllabus Note: *The program and syllabus are designed with the full-time intern in mind. The document is written to the full-time intern, but when appropriate, provision and instruction exist for part-time participants.*

INTERNSHIP LIFE

General Expectations

The year as an intern will be full, rigorous, and demanding but also very rewarding. Interns should arrive with an expectation to be present and work hard in *servicing, studying, surveying, and spending*.

Office Structure

Garrett Kell oversees the Pastoral Internship program and performs the primary role of instructing and teaching interns. The pastoral assistant (PA) manages and coordinates the internship under Garrett's oversight. In terms of office structure, the PA performs the immediate supervisory role of all interns, and all administrative coordination should be directed through the PA.

During the internship, interns are afforded a unique and direct line to Garrett for mentorship and discipleship. Interns should feel free to seek guidance and wisdom from Garrett and the other pastors as needs arise. At the same time, interns should recognize Garrett's unique burden of pastoring a church and respectfully balance their needs against the needs of the church. Interns should consider if the PA can handle questions or concerns before proceeding to Garrett.

Work Hours

Interns will fulfill a 40-hour work week and are expected to be at the church Monday through Friday from 8:30 am – 4:30 pm, from September 1 through May 31. The main office is open from 9:00 am – 4:00 pm. Interns are granted a lunch hour each day which is generally observed from 12:00 – 1:00 pm but is flexible to shift as needs and schedule warrants.

Tardiness & Absences

Interns are expected to maintain a faithful work schedule. DRBC understands that illnesses, emergencies, or other demands may occasionally prevent an intern from coming to work. Interns who are unable to report to work for any reason will communicate with the PA in a timely manner. It is the intern's responsibility to keep other staff informed during an unexpected absence and to provide medical verification when asked to do so. Interns who are tardy or absent excessively will be subject to removal from the program.

With approval, interns are allowed to gain preaching experience in the local area and fill the pulpit of churches around DRBC. However, when considering pulpit supply, an intern will balance being a faithful member of the church. Interns will seek Garrett's approval for pulpit supply in advance through the PA and plan to complete all weekly assignments. Any exceptional circumstances that require missing assignments or administrative responsibilities must be approved by Garrett through the PA.

Dress Code

The church expects interns to dress in casual, modest, gender-appropriate attire, showing reverence to God and sensitivity to the people to whom they minister. Outside of those guidelines, the church generally will leave the particulars to an individual's preferences and conscience. Headphones are not allowed while serving in public areas or the main office. Interns can use headphones while in their designated office space.

Work Space

The church's 4th floor is equipped and designated as the intern work space, and interns are expected to be in their work space during work hours. Interns will be readily available to staff for additional duties and support. Interns are expected to maintain the general cleanliness, condition, and tidiness of their assigned space. Interns are afforded the respectful use of the staff break room and appliances.

Technology & Communication

Equipment

The church does not provide computers or laptops to interns, and interns are expected to procure a personal device prior to the internship. The church provides wifi internet, which will be used in a Christ-honoring way. The main network printer is also available for intern usage. Interns will be respectful of church resources while utilizing church equipment.

Google Workspace

The church staff is fully integrated with Google Workspace professional suite. If a personal Gmail account does not exist, the staff requires interns to open a Gmail account for internship participation. Upon arrival, interns will be added to the following church calendars: DRBC Public Calendar, DRBC Internship Calendar, Elder Meetings Calendar, and Leave Calendar. The calendars are a primary mechanism for intern organization, and interns are encouraged to adopt Google Calendar into their personal system.

All interns will utilize the Internship Shared Drive on Google Drive. On the Drive, interns are given a personal space on the drive to save files if desired. All papers will be submitted through the shared drive.

Indirect Communication

Official church communication occurs via email and Slack application software. All text communication relating to the internship and church should be communicated via Slack. Interns will not use personal text messaging systems to communicate with church staff or elders. Interns will

download and maintain Slack on at least one personal device and communicate via appropriate channels. Staff will add interns to the Slack church organization one week prior to the start date, interns will ensure Slack is downloaded no later than the start date. Based on the proximity of the intern workspace to the main office, interns are expected to monitor Slack during working hours. Interns are not required to respond to messages outside of normal working hours.

Holidays & Leave

The church office is closed during Federal Government Holidays. Along with staff, interns will observe nine holidays during the Internship academic year:

1. Labor Day (Monday, September 4, 2023)
2. Columbus Day (Monday, October 9, 2023)
3. Veterans Day (Friday, November 10, 2023)
4. Thanksgiving Day (Thursday, November 23, 2023)
5. Christmas Day (Monday, December 25, 2023)
6. New Year's Day (Monday, January 1, 2024)
7. Martin Luther King Jr. Day (Monday, January 15, 2024)
8. President's Day (Monday, February 19, 2024)
9. Memorial Day (Monday, May 27, 2024)

In addition to these holidays, interns are given Thanksgiving Holiday week (November 20-24, 2023) and the work week between Christmas and New Year's Holiday (December 25-29, 2023) off from office work. However, there are often reading assignments during the holiday breaks. Outside of these holidays, interns are not given Paid-Time-Off except in the case of family emergencies.

Sample Weekly Schedule

Base schedule indicating general weekly rhythm for internship

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
6:00 AM						
6:30 AM			Bible Time		Bible Time	
7:00 AM						
7:30 AM						
8:00 AM						
8:30 AM	Prayer Meeting					
9:00 AM	Equipping Hour		Staff Meeting			
9:30 AM						
10:00 AM	Main Service (10:15a – 12:15p)		Service Review		Intern Discussion (8:45a – 11:30a)	
10:30 AM						
11:00 AM						
11:30 AM						
12:00 PM						
12:30 PM						
1:00 PM						
1:30 PM						
2:00 PM						
2:30 PM						
3:00 PM						
3:30 PM						
4:00 PM						
4:30 PM						
5:00 PM	Evening Service (1st & 3rd Sundays)					
5:30 PM						
6:00 PM						
6:30 PM						
7:00 PM				Equipped to Counsel	Elder Meetings (1st & 3rd Thursdays)	
7:30 PM						
8:30 PM						
9:00 PM						

Notes:

- Base schedule does not include miscellaneous ad-hoc planning meetings, administrative duties, or other intern meetings.
- Gray denotes work hours, and the green represents lunch hour
- Unless scheduled, the time is self-paced to accomplish reading, writing, special projects, admin work, lunches with elders, etc.

Involvement Expectations

On top of a 40-hour work week at the church, interns are expected to be at many of the regular church events. The following framework is designed to help interns make informed decisions about church involvement outside of normal working hours during the internship:

INTERNSHIP INVOLVEMENT FRAMEWORK		
Essential	Expected	Encouraged
<ul style="list-style-type: none"> ● Sunday Prayer Time ● Sunday Equipping Hour (PT) ● Sunday Main Gathering (PT) ● Sunday Evening Service (PT) ● Bible Time (PT) ● Equipped To Counsel (PT) ● Staff Meeting & Service Review ● Intern Prayer Time (PT) ● Intern Discussion (PT) ● Elder Meetings (PT) ● Member Meetings (PT) ● Membership Interviews ● Bible Bootcamps (PT) ● 9Marks Weekender ● 9Marks International Intensives ● Elder Q & A's (PT) 	<ul style="list-style-type: none"> ● Downline Intern Travel Opportunity (PT) ● 5th Sunday Potlucks ● Charles Simeon Trust Preaching Workshop ● Special Teaching Seminars ● Christmas Eve & Good Friday Services ● DRBC Weddings & Funerals ● Men's Retreat 	<ul style="list-style-type: none"> ● Youth Ministry Night ● Fellowship Groups ● Campus Outreach Events ● First Friday Singles Gathering ● Men's Breakfasts ● Gospel at Work Study ● Other Bible Studies ● Other travel opportunities with pastors
<p>Definitions: Essential: Elements in which intern attendance is required. Expected: Elements that interns are to prioritize attendance, but on a case-by-case basis, prearranged absences are allowed. Encouraged: Elements that are not required nor expected but dependent upon an intern's capacity would be spiritually edifying. Do not prioritize these over internship reading and writing.</p> <p>Acronyms: PT: Part-time Interns (Reference Part-Time Intern Expectations section below for more details)</p>		

Description of Essential Events

Sunday Events

The worship events on Sunday are the main events in the life of the church. They are necessary for the spiritual vitality of all members, but also interns are to observe and learn what characterizes healthy worship. The Prayer Meeting is a brief time to corporately acknowledge and request God's work in the day's events. Multiple topical classes of varying theological applications are taught during the Equipping Hour (Children's Ministry available nursery – 6th grade). The Main Gathering of DRBC is from 10:15 am – 12:15 pm. On the first and third Sundays of the month, the church gathers for an Evening Service which has more of a family feel and includes elements like ministry updates and corporate prayer.

Bible Time

Interns are required to attend Bible time on Tuesday and Thursday mornings from 6:30-7:30 am in the DRBC Main Hall. One of the goals of the internship is to help you better understand the Bible as a whole, but also how to approach studying and teaching the Bible. Garrett teaches through books of the Bible during this time to model this for you.

Elder Meetings

Interns are required to attend DRBC elder meetings on the first and third Thursdays of every month. Interns are in an observational role only and will not chime in unless invited. During observation, interns are encouraged to consider how to handle topics that come up. There will be an opportunity to discuss these meetings with Garrett during Intern Discussion.

Equipped to Counsel (ETC)

Danny and Melissa Falcone, an elder, and his wife, will teach a Biblical counseling course to interns. Readings are assigned and discussed in a Wednesday evening class at the church. ETC consists of attending class, reading assigned materials, and engaging in a counseling practicum and counseling journal.

Staff Meeting & Service Review

Staff meetings are held on Tuesday mornings from 9:00 – 10:00 am, and Service Review is conducted from 10:00 – 11:00 am. As valuable members of the support staff, interns are required to attend, and contribution is encouraged. During Staff Meetings, we sing, pray for church members, and coordinate calendars. During Service Review, the staff reviews all services from the previous Sunday and provides insights for the upcoming Sunday sermon. Interns are expected to arrive at meetings ready to provide constructive insights into the services and sermons.

Intern Prayer Time

The interns will gather for one hour each week to pray with and for one another. Historically, this time has been some of the sweetest and most enriching for the interns. There is no expectation other than you pray for each other. Previous classes have used the time to do personal updates, discuss personal holiness, and encourage each other.

Intern Discussion

Garrett facilitates intern discussions each Thursday morning from 8:45 – 11:30 am based on the reading and assignments for the given week. You will also have impromptu meetings that allow you to process things you are learning. Staff and elders make themselves available as they are able to assist you in thinking through what the Lord is teaching you.

Members Meetings

On the first Sunday of every even-numbered month (6 times per year), DRBC gathers to discuss the business of the church. In this meeting, the church recites the church covenant, votes members in and out, decides on church discipline cases, votes on officer nominations, discusses current issues, and worships together. Outside of the Sunday events, Members Meetings are the most important gathering in the life of the church. These meetings are required for interns.

Membership Interviews

Interns will be invited to sit in on interviews with prospective members of the church. These meetings are scheduled at various times throughout the week as well as Sunday mornings before the main service. An elder will facilitate this meeting, and an intern will take notes for the elder as the prospective member shares their testimony. Elders will use the notes in the later steps of the membership process.

Bible Bootcamps

Twice per year, once in the Fall and once in the Spring, Garrett prepares and delivers extended teaching through one book of the Bible in one or two large sessions. Generally, Bootcamps are three hours on a Friday evening and three hours on a Saturday morning. Interns will aid Garrett in preparation the week prior and will attend both the Fall and Spring bootcamps.

9Marks Weekender at CHBC

DRBC has coordinated for all interns to attend the Fall Weekender at Capitol Hill Baptist Church. The event runs from Thursday through Monday morning and consists of a deep dive into the many elements of a healthy church.

9Marks International Intensive

In conjunction with the Weekender, 9Marks also runs an international pastoral conference the week prior to serving pastors with unique challenges around the world. 9Marks brings the pastors to DRBC for a brief afternoon seminar and dinner. The Intensive occurs at DRBC three times (once in Fall, twice in Spring), and interns are required to attend.

Men's Retreat

DRBC reserves spots at the Men's Retreat each Fall for interns. The retreat usually consists of an overnight at a retreat center complete with two teaching seminars and time for sports and games. Interns are required to attend the Men's Retreat.

Elder Q & A's

After elders are nominated to the church, an Elder Q & A is held to allow for members to engage with the prospective elder. This is a great time to observe both men aspiring to the office of pastor and a congregation doing their due diligence in ensuring the qualifications of the prospective elder. Intern attendance is required.

Part-Time Intern Expectations

Provision exists for part-time involvement in the internship. DRBC reserves part-time slots for current members of the church and occasionally for associated church plants. Part-time enrollment is for men in the church who aspire to the pastorate, but current personal or family situation dictates that full-time involvement is not possible. Usually, this is due to the requirement to keep a full or part-time job. The expectations and workload for part-time interns are lessened to accommodate the intern working a full-time job elsewhere.

Part-time interns are expected to:

1. Be faithful and deeply engaged members of DRBC.
2. Complete reading and writing assignments on time.
3. Assist the full-time interns as able in serving the church, elders, deacons, and staff.
4. Reference annotation “**(PT)**” on the Internship Involvement Framework table. In addition to normal membership involvement, throughout the work week, part-time interns are expected to, at a minimum, make time for
 - a. Bible Time
 - b. Equipped to Counsel
 - c. Intern Prayer Time
 - d. Intern Discussion

- e. Elder Meetings
 - f. Bible Bootcamps
5. As the job allows, part-time interns are encouraged to plan and communicate their intent to attend the following special events and travel:
- a. 9Marks Weekender
 - b. Men's Retreat
 - c. Charles Simeon Trust Workshop
 - d. Downline Travel Opportunities
6. Demonstrate commitment to the internship by refraining from unnecessary absences

Similar to full-timers, part-time interns are expected to proactively communicate if they are unable to meet these expectations.

The reading and writing workload is reduced for part-time participants. Reference “(PT)” annotation in Appendix 1 Internship Schedule for the reduced workload. The scheduled assignments are written such that the part-time interns should expect to do all the work unless marked. Some weeks part-timers accomplish the same work as full-timers. On other heavier assignment weeks, part-timers will do less reading, less writing, or both.

INTERNSHIP ASSIGNMENTS

Interns should be intimately aware of the syllabus and schedule and should strive to plan for assignments in advance, looking ahead and being aware of what is on the horizon.

General Guidelines

Please adhere to the following general guidelines when completing assignments during the Pastoral Internship.

Reading & Resources

DRBC graciously provides all books to interns free of charge.

The books and resources have been carefully curated to address as many of the important aspects of pastoring as possible while not compromising depth. Interns are to complete the weekly reading assignments in their entirety each week to allow ample time to process the material and engage in thoughtful writing and reflection. Some designated reading assignments are stretched across multiple

weeks, and other reading assignments are designed to be completed over the course of a few weeks or months in preparation for Position Papers.

Writing & Papers

Due Date

Papers are due each week on Mondays at 11:59 pm. Interns will turn in papers in PDF format to the “Inbox” folder on the Internship Shared Drive.

Every week on the Internship Schedule is marked with a topic and assignments. The week begins on Sundays. The assignments covering that week’s topics are due the following Monday (8 days later). After interns turn in their papers, Garrett gives significant time in his busy schedule on Tuesday and Wednesday to read papers and prepare discussion points for Intern Discussion. The Intern Discussion on that week’s topic will occur the Thursday after the papers are due. At this time, interns should be concurrently working on the new week’s assignments. See Weekly Battle Rhythm for Assignments table below for snapshot of weekly assignment flow and overlap.

Interns are encouraged to turn in their papers early if possible. After completing the assignments for that week, begin the assignments for the next week.

Weekly Battle Rhythm for Assignments (mid-semester snapshot)

Week	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
4	Begin week 4 assignments	Week 3 papers due	Garrett read week 3 papers		Discussion of week 3		
5	Begin week 5 assignments	Week 4 papers due	Garrett read week 4 papers		Discussion of week 4		
6	Begin week 6 assignments	Week 5 papers due	Garrett read week 6 papers		Discussion of week 5		

Late assignments

Garrett puts significant time into the internship. It does not serve him (or you) if interns turn in papers late. It is better to accept and learn the lesson and to turn in what has been completed on time. On rare occasions, interns may not be able to complete assignments due to an emergency. In all cases of late assignments, interns will communicate with the PA in advance. There is grace, but do not sin so grace may abound.

Paper Format

Interns will adhere to the following required formatting guidelines

- Utilize the Google Doc template ([Reflection](#) or [Position](#)).
- File naming convention:
 - Reflection – Last Name, First Name - Reflection: The Church - September 4, 2023
 - Position – Last Name, First Name - Position: Church Deacons - May 6, 2024
- Papers will be titled on the top right of the page, single-spaced, in the following format:

First Name Last Name
Type [Reflection/Position] Paper: Topic or Title of book
Due Date
- Papers will be written in size 12, Times New Roman font, 1.5 spacing with 1-inch margins, and ½ inch indentations beginning paragraphs. No line breaks between paragraphs.
- All papers will have page numbers in the bottom right corner of each page.
- No cover sheets or bibliographies.
- Bible quotations:
 - When quoting the Bible, place a reference in parenthesis after the quote and before the period.
 - Example: (1 Corinthians 3:4-6).
 - ESV quotations are assumed. When quoting a different translation, include the translation acronym after the reference.
 - Example: (Romans 12:1 NIV).
 - If quoting more than 5 lines of Scripture, follow the guidance below for block format.
- Resource quotations:
 - If the paper is a reflection on one book or resource, add the page number after the quote and before the period.
 - Example: He stated, “Baptism is by immersion only” (144).
 - If the paper is a reflection on multiple resources, include the author’s last name followed by a comma and the page number.
 - Example: It is also clear that she believes “church discipline is not warranted” (Holmes, 79).
 - Refrain from long quotes, but if one is necessary and is more than 5 lines, quote the author in block format, single space, 1.5 inches from the left margin. Example:

“One thing I would not let slip; I took notice that now poor Christian was so confounded, that he did not know his own voice; and thus I perceived it. Just when he was come over against the mouth of the burning pit, one of the wicked ones got behind him, and stept up

softly to him, and, whisperingly, suggested many grievous blasphemies to him, which he verily thought had proceeded from his own mind” (Bunyan, 70).

- If, on a very rare occasion, a quotation is from an author not included in the Internship curriculum, include a footnote that conforms with the Chicago Manual of Style.

Writing Tips from Garrett

1. Make notes as you read. Mark up your books. This will help you write better papers.
2. Write for future reference. Create documents you can come back to later and use for future ministry.
3. Don't just tell us what the book says. We want you to tell us what you think about what the book says. Be short on summary and deep on engagement.
4. Make it personal. What challenged you? What do you disagree with? What applies to your soul? What applies to our church? How is our church struggling or excelling in what you are reading about? How do you see this applying in a future ministry context?
5. Don't leave us hanging. Don't fill a paper with a list of questions you haven't resolved. There will be plenty of time for questions. Work hard to arrive at conclusions in your papers.
6. If you haven't written very much, don't feel overwhelmed. Your papers will improve as the year goes along. Writing is hard but helpful work. Pray to God for help. He'll give it.
7. Use any of the staff or elders to process what you are learning and to discern what you should write about as you work on your papers.

Types of Papers

There are only two types of papers interns will write during the Pastoral Internship: Reflection Papers and Position Papers.

Reflection Papers

Reflection Papers are the most common papers interns will write. When writing reflection papers, interns are encouraged to leave behind abstract, academic writing in favor of deep, personal engagement with the material. These papers are designed for interns to wrestle with new and tough concepts and process what they are learning. This is a place to both affirm authorial claims that are biblical and openly disagree with concepts while attempting to reconcile them with Scripture. Interns should be honest in their reflections and allow themselves to be challenged by the material. There is much to grow in and learn in this Christian life, especially as a pastor.

Reflection papers are not summary papers or academic book reviews. Do not summarize the book; instead, it is generally helpful to focus the reflections on one or a small handful of concepts from the

reading with an aim to engage narrowly but deeply. These are the papers to quote the authors and engage with their claims. Lastly, do not keep application at a distance—apply concepts to your own life and heart and reflect on how you need to change. Then pray for change.

Position Papers

Position papers are not reflection papers. These papers are longer, thesis-driven, and more organized than reflection papers. After learning about a topic, position papers afford interns the opportunity to turn to Scripture and interpret the Bible themselves. Consider these biblical-theological papers in which the center of the paper is Scripture and the intern's interpretation. The aim is to help interns reach sound, theological conclusions about important ministry topics.

A good Position Paper states the thesis (a primary argument the intern is making) and methodology (how the intern will prove or argue the point) in the introduction. The body of the paper is divided into sections that methodically move through the argument(s), citing, interpreting, and applying Scripture along the way. Keep the Bible as the primary source and refrain from quoting other authors—this is not a paper about what Calvin or Dever thinks about the topic, but about the intern formulating his own wording and argument (even if you agree with the authors). Instead of quoting an author, find a way to rephrase the author in another way. Finally, wrap up the position paper with a solid conclusion, restating the thesis.

Your target audience is a hiring team at a future church that asks what is your position on a given topic. You should be able to hand this paper to them as an answer. Write in a way that covers the topic comprehensively, explains the topic and issues in depth but is also approachable for that audience.

Assignments Description

This section provides the intern with the framework to complete assignments. Use these descriptions to organize and write papers.

Position Papers Description

There are eight position papers due throughout the year, three in the Fall Semester and five in the Spring Semester.

The Nature and Mission of the Church Position Paper

Use the Bible to define the church. Defend and argue the definition from Scripture. Define and defend church membership, church discipline, and the mission of the church.

The Ordinances: Baptism and the Lord's Supper Position Paper

Use the Bible to define and defend the ordinances of the church. What is baptism according to the Bible? When should baptism be done? How should baptism be performed? By whom should baptisms be performed? What is the Lord's Supper? What happens at the Lord's Supper? How often should it be observed? Who can take the Lord's Supper? Who can serve the Lord's Supper?

Personal and Corporate Evangelism Position Paper

Use the Bible to define and defend both corporate and personal evangelism. What is it? What is it not? Should all Christians evangelize? Explore the best practices for individual Christians as well as a local church. In an appendix, please recount 10 gospel conversations/attempts since the beginning of the internship. This means being prayerful and intentional to be speaking with people about what it means to follow Jesus between September and December.

Preaching Position Paper

Use the Bible to define and defend preaching. What is it? What is faithful preaching? How do you do it? Who should do it? Explore the various methods of preaching and argue for the most faithful. Why should you apply the text, and how do you develop the application well? Interact with the reading on various points of personal application.

Church Elders Position Paper

Use the Bible to define and defend church elders. What are elders? What do they do? Why does God want elders in the church? What is their role in the church, and who can serve in those roles? What is the process for testing prospective people for those roles? How do elders and deacons relate to each other and to the congregation?

Church Deacons Position Paper

Use the Bible to define and defend church deacons. What are deacons? What do they do? What is their role in the church? Who can serve as a deacon? Are deacons elders in training? What is the process for testing prospective people for those roles? How do deacons relate to elders and to the congregation?

Marriage, Divorce and Remarriage Position Paper

Use the Bible to define and defend marriage. What is the purpose(s) of marriage? What should characterize the marriage union? What are the benefits of the biblical model? Are there any circumstances in which you would marry an unbeliever to a believer? Based on the definition & defense, in one paragraph, explain why so-called "same-sex marriage" is not legitimate.

Use the Bible to define divorce. Are there biblical grounds for divorce? State, defend, and describe how Christians should think about divorce. What is abandonment, and when should it be considered for divorce? What is abuse? Should abuse allow for divorce? If so, explain how/when. Write one paragraph

on: If a man is in a polygamous family married to multiple wives and subsequently comes to Christ, how would you counsel him to think about his marriage(s) in light of being a Christian now? What about if one of the wives comes to Christ instead of the husband, how would you counsel her? Use the Bible to define remarriage. What is it, and when is it permissible? When is it a sin?

The Role of Women in Ministry Position Paper

Use the Bible to define and defend the role of women in the church. When God graciously calls someone to Himself, He gifts and empowers them to serve in His church. In His wisdom, He has created everyone differently and called each to serve in their unique role. This project is intended to help you develop biblical convictions concerning the roles of women in the local church and beyond. Answer each of the following questions in 300 words or less. As you answer, strive to do so as a pastor who is giving counsel to a hurting family seeking answers.

1. Summarize the teaching of Genesis 1:27, 2:18, 3:16. Explain their implications for women's ministry in the church.
2. Summarize the teaching of Galatians 3:28-29. Explain its implications for women's ministry in the church.
3. Summarize the teaching of 1 Timothy 2:8-15 and 1 Corinthians 14:33-35.
4. Explain what Deborah's leadership in Israel in Judges 4 meant in her day and how it impacts the way we understand women's roles in ministry today.
5. Define complementarianism and egalitarianism.
6. Are women permitted to attend the same worship service as men?
7. Should all women wear head coverings to services where men are present? What if they participate in any sort of public ministry where men are present?
8. Are women permitted to serve on a music team that ministers to the congregation?
9. Are women permitted to lead or co-lead a co-ed bible study or community group?
10. Should women pray or read Scripture publicly (upfront) during the Sunday morning service?
11. Are women permitted to serve in the role of deacon in the local church?
12. Are women permitted to serve in the role of elder in the local church?
13. Are women permitted to preach at a local church during the Sunday morning gathering? Does it matter if the elders of the church invited her to do so "under their authority?"
14. Should a woman who oversees women's ministry at a church be called a "Women's Pastor?"
15. Should women prophecy during the gathered service (Joel 2:28-29; 1 Cor. 11:2-16, 14:33-35)?
16. Should women perform baptisms for new believers?
17. Should women lead the congregation in observing the Lord's Supper? Should they be asked to serve the elements of the Lord's Supper to the congregation?

18. Should a woman be encouraged to teach a Sunday school class / special seminar for the church if it is related to a special topic of her expertise (counseling, addictions, specific sin struggle, etc.)?
19. Are women permitted to preach from the Bible at a conference where men are in the crowd?
20. Are women permitted to serve as seminary professors if the classes have men in them?
21. Are women permitted to be missionaries if they will be evangelizing and teaching men?
22. Are men in sin if they sit under a woman who is teaching the Bible (church, conference, etc.)?
23. How can the church create robust teaching opportunities for women gifted in teaching?
24. How can a church steward women who have stronger teaching giftings than many of its men?

Other Relevant Scriptures: Luke 8:1-3; Acts 1:14, 18:26, 21:9; Rom. 16:1-2, 6-7; Eph. 5:15-33; Phil. 4:2-3, 4:15; 1 Tim. 2:9-3:11; Titus 1:5-6; 1 Peter 3:1-7, 5:1-5

Special Projects Description

Intermixed throughout the year are five special projects. These projects will be introduced in advance and generally take several weeks to prepare and complete.

Four Views Debate: What is the Mission of the Church?

Interns will be partnered up and assigned a view of the church mission to defend during the intern discussion. In the weeks leading up to this discussion, read the entire book (**PT** assigned view and responses only) and collaborate with the partner on what the view is, its strengths, and weaknesses. Prepare to embody the author and the perspective of the author during the discussion and engage in debate with the other views.

Popular Book Week

One month prior to the discussion, interns will be assigned a popular “Christian” book of today. Interns will read the book in its entirety and seek to understand the author's view and argument. Next, interns will analyze the author's view against Scripture. Finally, interns will arrive at the discussion ready to embody the author and represent his/her viewpoint in lively discussion and debate.

Theological Tiers Project

While all matters of belief are important, not all matters are of equal importance. Discerning which hills we die on and which ones we are happy to live on in disagreement is essential. This project is intended to assist you in discerning how to categorize various issues of belief by importance. Interns will have read material on theological triage and then practice triaging roughly 150 topics or statements into one of four triage categories.

Sermon Comparison

Find three sermons from three different preachers all on the same text or topic. Respond in bullet format, answering the following questions:

- Was the sermon clear? If so, what made it clear? If not, what could have made it clear?
- Was the sermon convicting? How so?
- Was the sermon well illustrated?
- How would you describe the style of the preaching?
- Was there anything you felt was unaddressed in the sermon?
- Was the Gospel clear? Could a non-Christian be saved? Would a Christian be empowered?
- Was there humor? If so, was it helpful or distracting?
- Would you enjoy sitting under this preaching week in and week out?
- What is something you'd want to emulate about this preaching?
- What is something you'd want to avoid from this model of preaching?
- Anything else you think we should know about the preaching?

Church Budget Build

The church budget is a theological statement. Look at where the money is going and quickly ascertain what you believe about God and the church. You and your fellow interns are on the cusp of planting a church. In 4 months, you will be sent as elders with a core team of 30 members and their families from DRBC to revitalize a church. They are counting on you to steward the financial resources well toward a successful plant, and in a few weeks, they will vote on your proposed budget. Under the supervision of DRBC's executive pastor, you will build a budget from the ground up and present it to DRBC staff pastors.

Summer Assignments Description

These first eight assignments are due on **August 28, at 11:59 pm ET**. Turn in correctly formatted papers to the "Inbox" on the Internship Shared Drive. Books will be mailed to interns, and links to online resources can be found in Appendix 1: Pastoral Internship Schedule.

Stewardship of Time

Read: *Do More Better* – Tim Challies

Challies will prepare and equip you to manage your time well during the internship. Though you are not required to put into practice every suggestion in the book, it will be wise to adopt some of his recommended habits and tools in order to steward your opportunities and time well in the DRBC internship. Write a 1-2 page reflection on the principles and practices you will aim to put in place from this book.

Pastoral Calling

Read: *The Path to Being a Pastor* – Bobby Jamieson

Jamieson will help you see broadly how we think about pastoral ministry, the local church, and the Christian life. Reflect on how you've thought about the journey to pastoral ministry and how this book has influenced your thinking to be different now. In particular, share how you can put into practice at our church what you've read. Write a 1-2 page reflection.

Introduction to the Church

Read: *The Life of the Church* – Joe Thorn, *Church: Do I Have to Go?* – Garrett Kell

After reading these books, write one 1-2 page paper describing topics or questions about the church you hope to resolve. This could center around the nature of the church, her mission, leadership structures, issues surrounding membership/discipline, how a church ought to live out the one another commands together, or anything else that you find yourself desiring to learn about in the coming months.

The Christian Life

Read: *The Pilgrim's Progress* – John Bunyan, *The Pastor's Progress* – Garrett Kell

As you read, note how you relate to Christian and describe how your journey toward the Celestial City is similar to his. How have you fallen into the pitfalls Christian is tempted or his compatriots fully embrace? In what ways does the combination of these two readings encourage you? In what ways are you convicted? Write a 1-2 page reflection.

Temptation, Sin, and The Pastor

Read: *The Screwtape Letters* (1 letter) – C.S. Lewis, *I Was a Pastor Hooked on Porn* – Garrett Kell, *How to Repent Without Really Repenting* – Jim Elliff

After reading the book and meditating on 1 Peter 5:8, create your own 1-2 page screwtape letter describing how Satan strategizes against you. This is a creative paper that should be written from the vantage point of a demon who is plotting to tempt you. What personal weaknesses does he exploit? What strengths does he tempt you to boast in? When are you most vulnerable? What fears for the future or haunting memories does he use against you?

A Servant of God

Read: *Putting God First* – Zach Schlegel, *Cure of Souls* – David Powlison, *Stop Photobombing Jesus* – Garrett Kell

Write one 1-2 page reflection on these readings combined, with a particular focus on personal application toward seeing yourself as a servant of Christ.

Godly Encouragement & Criticism

Read: *Giving Godly Encouragement* – Garrett Kell, *Giving Godly Criticism* – Garrett Kell

As you read, ask God to expose your heart. What areas of sin were revealed? What graces were unearthed? What changes do you need God to work in you? What questions were left unanswered for you? Write a 1-page reflection.

What I Expect from the Internship

What do you hope to gain (spiritually, intellectually, relationally) over the next nine months? What are you hoping for from Garrett, the elders, the church, your spouse (if applicable), and other church members? Write a 1-2 page paper.

APPENDIX 1: PASTORAL INTERNSHIP SCHEDULE

Notes:

1. Weeks are referenced by Sundays. Papers are due eight days later on the following Monday at 11:59 pm. Discussion occurs on the Thursday following papers turned in.
2. Fall Week 0: Summer assignments are due on August 28, 11:59 pm, in accordance with the Summer Assignment Description section above and will be discussed at the first intern discussion on August 31, 8:30 am at [Executive Diner](#).
3. Fall Week 1 begins on August 27 and assignments are due on September 4, 11:59 pm.
4. Review upcoming assignments often and stay on top of what is coming soon so you can plan accordingly. Begin position paper assignments early and work on those papers as you go throughout the semesters.
5. Part-time interns complete all assignments on schedule unless the week/section is marked with **(PT)**.
6. Major events are in green, and position papers are in red.

FALL SEMESTER

Week	Topic	Assignment	Paper
0	Soul Care	1. <i>Do More Better</i> – Challies	See Summer Preparation Assignment section
		2. <i>The Path to Being a Pastor</i> – Jamieson	
		3. <i>Church: Do I Have to Go?</i> – Kell	
		4. <i>The Life of the Church</i> – Thorn	
		5. <i>Pilgrim's Progress</i> – Bunyan	
		6. The Pastor's Progress – Kell	
		7. <i>Screwtape Letters</i> – Lewis (<i>Any Letter</i>)	
		8. I was a Pastor Hooked On Porn – Kell	
		9. Sins Behind the Sin of Pornography – Henderson	
		10. How to Repent Without Really Repenting – Elliff	
		11. <i>Putting God First</i> – Schlegel	
		12. Cure of Souls – Powlison	
		13. Stop Photobombing Jesus – Kell	
		14. Giving Godly Encouragement – Kell	
		15. Giving Godly Criticism – Kell	
		16. What I Expect from the Internship	
		17. Assignments due Monday, August 28, 11:59 pm 18. First Intern Discussion is Thursday, August 31, 8:30 am	

Week	Topic	Assignment	Paper
1	The Church (1) 8/27	<ol style="list-style-type: none"> 1. <i>What is a Healthy Church</i> – Dever (PT) 2. <i>How to Build a Healthy Church</i> – Dever & Alexander (PT) 3. <i>The Church</i> (Part 1, rest optional) – Dever 	3-5 pages (PT 2-3)
2	The Church (2) 9/3	1. <i>Why NT Polity Is Prescriptive</i> – Jamieson	1-2 pages
		2. <i>Church Membership</i> – Leeman (Read for position paper)	
3	Prayer & Fasting 9/10	<ol style="list-style-type: none"> 1. <i>Prayer</i> – Onwuchekwa (PT) 2. <i>A Call to Prayer</i> – Ryle (PT) 3. <i>A Preacher's Private Prayer, Lectures</i> – Spurgeon 	2-3 pages
		4. <i>Hunger for God</i> – Piper (PT chs. 1-4)	1-2 pages (PT no paper)
		<p>5. 9Marks International Intensive – September 11, 3:00 pm</p> <p>6. 9Marks Weekender at CHBC – September 14-18</p>	
4	Membership & Discipline 9/17	1. <i>Church Discipline</i> – Leeman	1-2 pages
		2. Weekender Reflection	1-2 pages
		3. Pray daily for 1 uninterrupted hour (Mon-Fri)	
		4. Men's Retreat – September 22-23	
5	Mission of the Church 9/24	1. <i>Four Views on the Church's Mission</i> – Sexton (PT Assigned view and responses only)	Prepare to defend assigned view
		<ol style="list-style-type: none"> 2. <i>Discipling</i> – Dever (PT) 3. <i>The Trellis and the Vine</i> – Marshall & Payne 	2-3 pages (PT 1-2)
		4. Sam Allberry Seminar on Singleness – September 29	
6	Marriage & Sexuality 10/1	<ol style="list-style-type: none"> 1. <i>Is God Anti-Gay?</i> – Allberry 2. <i>God and the Transgender Debate</i> – Walker 	1-2 pages

Week	Topic	Assignment	Paper
7	The Church (3) 10/8	1. <i>The Didache</i> – Early Church Fathers	
		2. The Nature & Mission of the Church Position Paper	7-10 pages
		3. Charles Simeon Trust Preaching Workshop – October 10-12	
8	Godliness 10/15	1. <i>Dangerous Calling</i> – Tripp 2. <i>Thoughts for Young Men</i> – Ryle 3. Costly Disciplines of a Godly Pastor – Lawson	2-3 pages
9	Biblical Counseling 10/22	1. <i>Instruments in the Redeemer's Hands</i> – Tripp	2-3 pages
10	Ordinances 10/29	1. <i>Understanding Baptism</i> – Jamieson 2. <i>Understanding the Lord's Supper</i> – Jamieson 3. DRBC Shepherd Statement Baptism, the Lord's Supper, Church Membership, and Children 4. DRBC Shepherd Statement Lord's Supper	
		5. The Ordinances: Baptism & the Lord's Supper Position Paper	7-10 pages
11	Personal Evangelism 11/5	1. <i>The Gospel and Personal Evangelism</i> – Dever	1-2 pages
		2. <i>Evangelism and the Sovereignty of God</i> – Packer	2-3 pages (PT no paper)
12	Corporate Evangelism 11/12	1. <i>Evangelism</i> – Mack Stiles 2. <i>Compelling Community</i> (Finish) – Dever & Dunlop	2-3 pages
		3. <i>Articles on Spiritual Warfare</i> (pp. 1-23) 4. <i>Power Encounters: Reclaiming Spiritual Warfare</i> , Part 1 & Part 2 – Powlison 5. Counseling & Spiritual Warfare – Brian Borgman 6. Lord, Help Me See Their Destiny – Kell	2-3 pages (PT 1-2)
13	Thanksgiving Holiday 11/19	1. Assigned book from Church History (Start)	

Week	Topic	Assignment	Paper
14	Church History 11/26	1. Assigned book from Church History (Finish)	1-2 pages to present at discussion
		2. <i>Confessions</i> (Book 8) – Augustine (PT)	1-2 pages (PT)
15	Personal Holiness 12/3	1. <i>Pure in Heart</i> – Kell 2. <i>The Expulsive Power of a New Affection</i> – Chalmers	2-3 pages (PT 1-2)
		3. Personal & Corporate Evangelism Position Paper	7-10 pages
		4. Bible Bootcamp: Epistle of James – December 8-9	Prepare with Garrett
16	Music & Liturgy 12/10	1. <i>Sing!</i> – Getty 2. DRBC Music Source Memo – Disch (PT)	2-3 pages (PT 1-2)
		3. <i>Corporate Worship</i> (chs. 4-7) – Merker (PT) 4. <i>Reformation Worship</i> (chs. 1-3) – Gibson & Earngey	2-3 pages (PT no paper)
17	Pastoral Ministry (1) 12/17	1. <i>The Christian Ministry</i> (Part 1) – Bridges	
		2. <i>Biblical Theology</i> – Roark & Cline	1-2 pages
		3. Piper Bio: Robert Murray McCheyne	1-2 pages (PT no paper)
18	Christmas Holiday 12/24	1. <i>The Christian Ministry</i> (Part 2) – Bridges	

SPRING SEMESTER

Week	Topic	Assignment	Paper
1	Pastoral Ministry (2) 12/31	1. <i>The Christian Ministry</i> (Part 3) – Bridges	2-3 pages (all 3 parts)
		2. <i>Wise Counsel</i> (Letters 1-21) – Newton	2-3 pages
		3. Piper Bio: John Newton	1-2 pages (PT no paper)
2	Pastoral Ministry (3) 1/7	1. <i>Wise Counsel</i> (Letters 22-43) – Newton	2-3 pages
		2. <i>Lectures To My Students, Vol 1 Lecture 1 (The Minister's Self-Watch)</i> – Spurgeon	1-2 pages (PT no paper)
3	Depression in Ministry 1/14	1. <i>The Imperfect Pastor</i> – Eswine	1-2 pages
		2. <i>Lectures To My Students, Vol 1 Lecture 11 (The Minister's Fainting Fits)</i> – Spurgeon	1-2 pages (PT no paper)
		3. Piper Bio: William Cowper	1-2 pages (PT no paper)
4	Dealing with Depression 1/21	1. <i>Wise Counsel</i> (Letters 44-64) – Newton	1-2 pages
		2. <i>Dark Clouds, Deep Mercy</i> – Vroegop	2-3 pages (PT 1-2 pages)
		3. What Can Miserable Christians Sing? – Trueman	
		4. The Underestimated God – Duncan	1-2 pages (PT no paper)
5. Piper Bio: Charles Spurgeon			
5	Criticism in Ministry 1/28	1. <i>Lecture To My Students, Vol 2 Lecture 9 (The Blind Eye and the Deaf Ear)</i> – Spurgeon	1-2 pages
		2. <i>The Freedom of Self-Forgetfulness</i> – Keller (PT)	1-2 pages
		3. <i>Pastors and Their Critics</i> – Beeke	
		4. Criticism: A Pastor's All-too-Common Companion – MacArthur	1-2 pages
		5. Piper Bio: Athanasius	
		6. The Athanasian Creed	1-2 pages (PT no paper)

Week	Topic	Assignment	Paper
6	Reformed Theology 2/4	1. <i>Grace: Defined & Defended</i> – DeYoung (PT) 2. <i>Chosen by God</i> – Sproul	2-3 pages (PT 1-2 pages)
		3. <i>Unpacking Forgiveness</i> – Brauns	1-2 pages
7	Diversity & Ministry 2/11	1. <i>The New Reformation</i> – Linne 2. <i>Talking about Race</i> – Adams (PT) 3. <i>I Don't See You As A Black Friend</i> – Kell (PT) 4. <i>Understanding the Past as a Way to a United Future</i> (Part 1 & Part 2) – Scott (PT)	5-7 pages (PT 3-5 pages)
		5. Piper Bio: George Whitefield	1-2 pages (PT no paper)
8	Theology & Ministry 2/18	1. Popular Book Week	Prepare to defend assigned book
		2. <i>Evangelicalism Divided</i> – Murray	3-5 pages
9	Money & Ministry 2/25	1. <i>When Helping Hurts</i> – Fikkert & Corbett (PT Chs 1-2) 2. <i>Budgeting for a Healthy Church</i> – Dunlop	1-2 pages
		3. Piper Bio: George Mueller	1-2 pages (PT no paper)
10	Theological Tiers 3/3	1. <i>Conscience</i> – Nasseli 2. <i>Finding the Right Hills to Die On</i> – Ortlund 3. <i>Polemic Theology: How to Deal with Those Who Differ from Us</i> – Nicole	Theological Tiers Project
		4. Piper Bio: William Tyndale	1-2 pages (PT no paper)
11	Missions 3/10	1. <i>Missions</i> – Johnson	1-2 pages
		2. <i>What God Might Do with Satan's Arrows</i> - Kell (PT) Pick 3 of the following: 3. Piper Bio: David Brainerd (PT) 4. Piper Bio: John Patton (PT) 5. Piper Bio: Hudson Taylor 6. Piper Bio: Adoniram Judson 7. TGC Bio: Helen Roseveare	1-2 pages

Week	Topic	Assignment	Paper
12	Church Revitalization 3/17	1. <i>Biblical Church Revitalization</i> – Brian Croft 2. <i>Revitalize</i> – Andy Davis	3-5 pages
13	Preaching 3/24	1. Sermon Comparison - Reflection on 3 sermons by different pastors on the same text or topic	2-3 pages (PT no paper)
		2. <i>Expositional Preaching</i> – Helm (PT) 3. <i>Simplicity in Preaching</i> – Ryle (PT) 4. <i>Preaching & Preachers</i> – Lloyd-Jones	
		5. Preaching Position Paper	7-10 pages
14	Ministry Philosophy 3/31	1. <i>Revival & Revivalism</i> – Iain Murray	2-3 pages
		2. Church Budget Project due to Executive Pastor	
15	Shepherding Philosophy 4/7	1. <i>The Reformed Pastor</i> (pgs. 1-133, 213-256) – Baxter 2. <i>The Care of Souls</i> (pgs. 1-136) – Senkbeil 3. <i>Spurgeon the Pastor</i> (pgs. 1-10, 99-144, 173-252) – Chang	3-5 pages
		4. Bible Bootcamp – April 12-13	Prepare with Garrett
16	Pastors & Their Wives 4/14	1. <i>Memoirs of an Ordinary Pastor</i> – Carson	1-2 pages
		2. Piper Bio: John Bunyan	1-2 pages (PT no paper)
		3. <i>How to Thrive as a Pastor's Wife</i> – Hoover Read Hoover's book along with your wives	3 questions on Google Doc for discussion at Kell Casa
17	Elders 4/21	1. <i>Church Elders</i> – Rinne 2. The Marks of a Spiritual Leader – Piper	
		3. Church Elders Position Paper	5-7 pages
18	Deacons 4/28	1. <i>Deacons</i> – Smethurst 2. <i>Finding Faithful Elders & Deacons</i> – Anyabwile	
		3. Church Deacons Position Paper	5-7 pages

Week	Topic	Assignment	Paper
19	Marriage & Divorce 5/5	<ol style="list-style-type: none"> <i>Grounds for Divorce: Why I Now Believe There Are More than Two</i> – Grudem <i>Divorce & Remarriage: Position Paper</i> – Piper <i>Sermon on Divorce & Remarriage</i> – DeYoung <i>What the New Testament Teaches about Divorce & Remarriage</i> – Naselli Divorce Memos 	
		6. Marriage, Divorce & Remarriage Position Paper	7-10 pages
20	Complementarianism 5/12	<ol style="list-style-type: none"> <i>Men and Women in the Church</i> – DeYoung <i>9Marks Journal on Complementarianism</i> (Research A/R) <i>Piper Bio: J.C. Ryle</i> 	
		4. The Role of Women in the Church Position Paper	7-10 pages
21	Year in Review 5/19	1. DRBC Reflection – What did I See?	1-2 pages on each section
		2. Internship Reflection – What did I Learn?	
		3. Letter to Elders & Staff	