

# FIELD EDUCATION CONTRACT (Traditional)



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## INTERNSHIP INFORMATION

Intern Name: Jessica Flores

Mentor Name: Pastor Mitchell Torres

Intern Email: floresj@nyack.edu

Mentor Email: mtorres@hfccone.org

Intern Phone #: 347-920-7647

Mentor Phone #: 917-796-3333

Intern Degree Program: MPS in Urban Ministry & Church Development

Internship Site Name & Address: Harvest Fields Community Church 2626 East Tremont, Bronx, NY 10461

Intern Campus (*please circle one*) :

Rockland

**NYC**

Puerto Rico

Internship Breakdown: 1<sup>st</sup> sem: Credits:

2<sup>nd</sup> sem: Credits:

**3<sup>rd</sup> sem:  
Credits: 3**

*(Note: 1 credit = 120hrs; 2 credits = 240hrs; 3 credits = 360hrs.  
Requests to take 2 or 3 credits in one semester must be approved by the Director of Field Ed.)*

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## INTERNSHIP DETAILS

Financial Arrangements, if any: N/A

Housing Arrangements, if any: N/A

Office Arrangements, if any: Will work out of HFCC and remote when necessary. Will have access to computer, desk and all resources necessary to complete tasks. The office attire is business casual.

Intern's Official Title at Internship Site: Office Manager & Care Pastor

How will the Intern be introduced to the congregation / organization? The Intern was introduced in a meeting.

How will you bring closure to the Internship? We will have a luncheon.

Intern: If your Mentor is of the opposite sex, who will be your same-sex mentor (available on an informal basis)?  
Pastor Annette Cutino

**KEEP A COPY OF THIS CONTRACT FOR YOURSELF!!!**  
**Please submit the original Contract and all papers & reports to the ATS Field Education Office.**  
**Papers & reports may also be emailed to Internshipnyc@Nyack.edu**

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## INTERNSHIP ACTIVITIES

General Ministry Areas (available to, or of interest to, the Intern) (*i.e., youth-group, cell-groups, etc.*):  
Please also indicate the percentage of time the Intern will be spending in each of these Areas.

Care Pastor 10 hours a week – Counseling and ministering to congregants.

Office Manager 10 hours a week – Participate and contribute to weekly staff meetings, develop seating chart weekly for Sunday service. Oversee and supervise to ensure office is operating smoothly. Coordinate weekday operations and supervise volunteers. Answer phones and greet church visitors.

Opportunities to Lead: Lead Silver Saints prayers groups and ministry. Lead Harvest Hands food pantry. Preach on our Wednesday Midweek connect.

Opportunities to Participate: In the organization of Sunday service, staff meetings, leadership meetings and exegete sermons for our Mid-week connect.

Opportunities to Observe: Deacons meetings, board meetings and leadership conferences.

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## INTERNSHIP COMMITMENTS

- We commit to regular & frequent mentoring meetings and will not allow more than 2 weeks to pass between meetings.
- We will submit our respective required reports in a prompt & timely manner.
- We will attempt to resolve any conflicts graciously with each other first, before contacting the Field Education Office at ATS.

Intern Signature:

Jessica Flores

Mentor Signature:

Pastor Mitchell Torres

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## INTERNSHIP LEARNING GOALS

*Make sure your goals are **S.M.A.R.T:** Specific, Measurable, Achievable, Relevant, Time-bound!!!*

Intern's Faith-Filled Risk:

Intern *and* Mentor's Faith-Filled Risk: My faith filled risk task is to develop and give a Narrative talk. Faith filled risk task for me, and my mentor is to bring in soul care teaching to our Harvest Learning Experience.

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A handwritten signature in black ink, appearing to read "Mitchell Torres", is written over a light blue horizontal line.

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**Personal Goals (see Learning Contract from SF503):** I will choose whole foods to contribute to my health and wellness. I will exercise daily, at minimum 20 minutes a day. I will get 8 hours of sleep. I will make sure that I am staying connected to friends and family, to foster healthy relationships.

**Knowledge Goals:** I will make sure that I am learning daily, by staying on top of my studies and listening to books, pod casts and ted talks. I will utilize materials available through Elim to continue to grow as a Licensed Minister.

**Skills Goals:** I will build on my preaching skills by preaching two sermons, in our Mid-week connect by the End of the semester and get feed-back from the pastoral staff and elders.

**Spiritual Goals (see Learning Contract from SF503):** I will practice disciplines of the spirit such as prayer, meditating on the Word, fasting, going on prayer walks and retreats to grow spiritually.

Intern and Mentor will discuss the following topics during Mentoring Sessions:

Ways to grow as a leader.

Developing teams and leaders

Spiritual leadership

Church planting

Discipleship