

# FIELD EDUCATION CONTRACT (Traditional)



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## INTERNSHIP INFORMATION

Intern Name: **Julie Gill Kast** Mentor Name: **Rev. Nick Uva**  
Intern Email: **juliegillkast@gmail.com** Mentor Email: **pastornick@htchurch.com**  
Intern Phone #: **203-561-8319** Mentor Phone #: **203-531-7778**  
Intern Degree Program: **MDiv** Internship Site Name & Address:  
**HARVEST TIME CHURCH**  
**1338 KING STREET**  
**GREENWICH CT 06831**  
Intern Campus (*please circle one*):  
Online **NYC/Livestream** Puerto Rico  
Internship Breakdown: 1<sup>st</sup> sem: Credits: 2<sup>nd</sup> sem: Credits: **3<sup>rd</sup> sem: 120 hrs**  
**Credits: 1**

*(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: \$500/mo.

Housing Arrangements, if any: **n/a**

Office Arrangements, if any: **n/a**

Intern's Official Title at Internship Site: **Ministry Intern & Life Groups Coordinator**

How will the Intern be introduced to the congregation / organization?

*(During Credit 1, introduced at Sunday services with prayer at the pulpit)*

How will you bring closure to the Internship?

*During Credit 3*

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

**Pastor Kimmie Foster**  
**Pastor Denise Harvison**

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**Papers & reports may also be emailed to Internshipnyc@Nyack.edu**

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## INTERNSHIP ACTIVITIES

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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.

- **General pastoral work & pastoral care: 30%**
- **Assisting with various aspects of Sunday & Wednesday service administration, & general church administration: 25%**
- **Small group ministry: 35%**
- **Youth & teens: 10%**

Opportunities To Lead:

**Opportunities to lead in small group, prayer, & youth & children's ministries**

Opportunities To Participate:

**Personal prayer ministry; administration of Life Groups (small group) ministry; pastoral care; pastoral staff meetings & planning; assisting with the flow of worship services, including worship & tech.**

Opportunities To Observe:

**Observing as many of the suggested activities as possible (& assisting where feasible), such as Church Board Meeting, baptisms, baby dedications, membership class, visitation, prayer counseling, & online ministries.**

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## INTERNSHIP COMMITMENTS

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- 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:

**Julie Kast**

Mentor Signature:

**Nick Uva**

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## INTERNSHIP LEARNING GOALS

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

Intern's **Faith-Filled Risk:** **Administer the church's Life Groups ministry, including regular weekly communication and "Expo" (kickoff meeting at start of each semester)**

Intern and Mentor's **Faith-Filled Risk:** **Same as above.**

## **Personal Goals (see Learning Contract from SF503):**

- *Exercise:* I will walk 10,000 steps/day five days per week. (This also affords time with the Lord in Nature, during which He often speaks to me.)
- *Sleep:* I will sleep a minimum of 6 hours/night five days per week (increased from 5½ hrs/night)
- *Diet:* I will limit junk food to no more than 2X per week.

## **Knowledge Goals:**

- I will participate in regular Bible study (with Rev. M. Seaward from Singapore, weekly via zoom).
- I will continue to get to know the HTC congregation through internship tasks & interactions, especially follow-ups and support of Life Group leaders.
- I will maintain high standards in my ATS coursework (field work and CD 701 – Worship Arts & Disciplines).

## **Skills Goals:**

- I will develop pastoral skills in various ministry contexts (Wed. night Life Groups, children/youth, leading a monthly women's Life Group, etc.).
- I would like to grow in understanding and using my spiritual authority.
- I will develop my administrative and communication skills by administering the church's Life Groups ministry, including organizing and running the Life "Expo" and analyzing results of the survey I designed at end of Credit 2; adjust and improve Life Group offerings based on survey findings and other input.
- I will facilitate children & youth Sunday School meetings as needed under guidance of Children & Youth pastors
- I will continue to learn the *tech aspects* of Sunday services, specifically using Pro-Present & occasionally helping to facilitate livestream services.
- I will gain skills using the *Realm* software to assist pastoral staff with database management, communications, etc.

## **Spiritual Goals (see Learning Contract from SF503):**

- I will read the Word daily.
- I will continue to take Communion five days/week with a small group on zoom. This is an accountability and discipleship/prayer group.
- I will practice the discipline of fasting one day per week (skipping two meals).
- I will continue to memorize & meditate on Scripture & keep a journal of thoughts, reflections, revelations.

**Topics for discussion during Mentoring Sessions:** *Assessment of strengths & weaknesses, barriers to spiritual growth, conflict management & resolution, contemporary ethical issues, elements of pastoral skills (preaching, teaching, grief counseling, Lord's supper, etc.), racial reconciliation, discipleship, theology of ministry.*

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