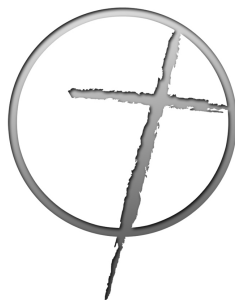


School of Ministry

LIFELINKSOM.COM

STUDENT MANUAL 2017 - 2018



LifeLink
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MISSION STATEMENT

LIFE LINK SCHOOL OF MINISTRY IS A 1-YEAR PROGRAM DESIGNED TO EQUIP ALL WHO FEEL CALLED TO MINISTRY WITH AN UNDERSTANDING OF - AND EXPOSURE TO - MINISTRY WITHIN THE LOCAL CHURCH.

STUDENTS WILL EXPERIENCE A SYNERGY OF MINISTRY ENVIRONMENTS THROUGH HANDS-ON INVOLVEMENT BY WORKING AS A STAFF INTERN IN A VARIETY OF MINISTRIES AS WELL AS AN IMMERSION INTO THE LIFE LINK MINISTRY CULTURE BY PARTICIPATING IN STAFF MEETINGS, LEADERSHIP TRAINING, ETC.

IN ESSENCE: TRAINING BY THE LOCAL CHURCH FOR THE LOCAL CHURCH.

PROGRAM OBJECTIVE

LIFE LINK SCHOOL OF MINISTRY STRIVES TO EMPOWER ITS STUDENTS BY:

- **DEVELOPING CHARACTER AND INTEGRITY THROUGH TRAINING, ACCOUNTABILITY AND FELLOWSHIP WITH OTHER BELIEVERS.**
- **REFINING THE INDIVIDUAL GIFTS AND TALENTS OF THE STUDENTS.**
- **PROVIDING A COMPELLING CURRICULUM RELEVANT TO THE UPCOMING GENERATION.**
- **ENABLING THE STUDENTS TO USE THEIR GOD-GIVEN GIFTS AND TALENTS IN A VARIETY OF PRACTICUMS THROUGHOUT THE SCHOOL YEAR.**
- **INSTILLING A BIBLICALLY BASED SYSTEM OF VALUES AND BELIEFS INCLUDING GOD'S PURPOSE FOR THE CHURCH.**
- **PROVIDING AN ENVIRONMENT WHERE STUDENTS REALIZE AN INCREASED PASSION AND HUNGER FOR GOD**
- **ASSISTING STUDENTS IN DETERMINING THEIR SPECIFIC CALLING AND PROVIDE DIRECTION IN FULFILLING THAT CALL.**

PROGRAM QUALIFICATIONS

TO BE CONSIDERED FOR THE LIFE LINK SCHOOL OF MINISTRY, THE APPLICANT MUST:

- **BE AT LEAST 18 YEARS OF AGE**
- **HAVE A HIGH SCHOOL DIPLOMA OR EQUIVALENT**
- **BE AN ACTIVE MEMBER IN GOOD STANDING OF LIFE LINK CHURCH**
- **HAVE A SUCCESSFUL BACKGROUND CHECK**
- **BE ACTIVELY SERVING AT LLC IN ACCORDANCE WITH OUR “TOWEL CARD” VALUES**
- **EXEMPLIFY A CHRIST-CENTERED LIFE**

EXPECTATIONS

AS A STUDENT OF LIFE LINK SCHOOL OF MINISTRY, YOU HAVE A RESPONSIBILITY TO DEVELOP AND EXHIBIT MATURE CHRISTIAN BEHAVIOR, WHICH WILL ENHANCE YOUR MORAL AND SPIRITUAL GROWTH.

THIS CODE OF HONOR IS A WAY OF LIFE MEASURED BY THE HEART AND COMMITMENT OF EACH MINISTER IN THE BODY OF CHRIST. WE SHOULD REGARD THIS AS AN ESSENTIAL PART OF OUR DEVELOPMENT, NOT AS AN IMPOSITION OF RESTRICTION.

SCOPE & INTENTION

WHAT THE PROGRAM IS:

- A SCHOOL THAT OFFERS AN UNDERSTANDING OF LOCAL CHURCH MINISTRY.
- ECCLESIASTICAL IN NATURE (BY THE LOCAL CHURCH, FOR THE LOCAL CHURCH)
- CLASSROOM AND PRACTICAL MINISTRY TRAINING
- A TIME COMMITMENT-BASED TRAINING REGIMEN THAT REQUIRES 11 MONTHS OF INTENSITY AND PRIORITY - WITH HOMEWORK.
- A SCHOOL IN WHICH WE ALL SERVE IN WHATEVER CAPACITY NECESSARY - NO MATTER YOUR GIFTING, PREVIOUS MINISTRY EXPERIENCE, ETC.
- A FANTASTIC WAY FOR AN INDIVIDUAL TO EVALUATE THE CALLING OF GOD ON THEIR LIVES FOR A MACRO ASSIGNMENT IN THE LOCAL CHURCH.
 - I.E. IF A PERSON FEELS CALLED INTO PASTORAL MINISTRY, IT IS WISE TO BE IMMERSED INTO THE INNER WORKINGS OF THE LOCAL CHURCH TO DEVELOP A SENSE OF CONFIRMATION BEFORE INVESTING 4-6 YEARS INTO A FULL-FLEDGED BIBLE SCHOOL TRAINING TRACK.

WHAT THE PROGRAM IS NOT:

- A FULL-FLEDGED BIBLE SCHOOL TRAINING TRACK
- A GUARANTEED MINISTRY POSITION - YOUTH PASTOR, WORSHIP LEADER, ETC.
- SEPARATED FROM THE LOCAL CHURCH
- A "HANDS OFF" APPROACH TO YOUR CHARACTER

WHAT YOU'LL RECEIVE:

- A DIPLOMA OF COMPLETION
- A BETTER UNDERSTANDING AS TO A SENSE OF MINISTRY CALLING IN YOUR LIFE.
- TOOLS TO IDENTIFY AND DEVELOP PERSONAL SKILL SETS AND STRENGTHS PERTAINING TO LOCAL CHURCH MINISTRY.

LOCAL CHURCH MINISTRY & LEADERSHIP

- 1 WK OVERVIEW / ADMINISTRATIVE ORIENTATION
 - 6 WKS TALE OF THREE KINGS
 - 10 WKS FIVE LEVELS OF LEADERSHIP
 - 6 WKS LLC TOWEL CARD
 - 9 WKS SPIRITUAL LEADERSHIP
 - 10 WKS IN SEARCH OF TIMOTHY
- TOTAL OF 42 STUDY WEEKS

MINISTRY TRACKS

KIDS LINK (CHILDREN'S MINISTRY) TRACK

- THIS TRACK IS DESIGNED TO PROVIDE CREATIVE PEOPLE WITH A TOTAL IMMERSION EXPERIENCE IN A FANTASTIC CHILDREN'S MINISTRY ENVIRONMENT. SOME INTERNS IN THIS AREA WILL LEARN MANY OF THE ADMINISTRATIVE FUNCTIONS NEEDED TO FACILITATE OUR CHILDREN'S MINISTRY SUCH AS: PLANNING AND COORDINATING EVENTS, PREPARING AND PRINTING CURRICULUM, CONSTANT COMMUNICATIONS WITH THE MINISTRY TEAM, SCHEDULING, TRAINING OF NEW LEADERSHIP, ETC.
- THEY WILL ALSO DEVELOP "MINISTRY" SKILLS/EXPERIENCE BY BEING HEAVILY INVOLVED IN THE CHILDREN'S MINISTRY ON THE WEEKENDS.
- FINALLY, THEY WILL DEVELOP A "BIG PICTURE" UNDERSTANDING OF HOW ADMINISTRATIVE MINISTRY DURING THE WEEK SYNERGIZES WITH WEEKEND "MINISTRY" ON SUNDAYS.

STUDENT MOVEMENT (JR. HIGH AND HIGH SCHOOL MINISTRIES) TRACK

- **THIS TRACK IS DESIGNED TO PROVIDE CREATIVE PEOPLE WITH A TOTAL IMMERSION EXPERIENCE INTO THE STRATEGIC MINISTRY ENVIRONMENT CALLED OUR STUDENT MOVEMENT. SOM INTERNS IN THIS AREA WILL BE INVOLVED IN THE INNER WORKINGS OF THIS MINISTRY IN ORDER TO HELP DEVELOP KEY LEADERSHIP SKILLS BY ASSISTING WITH AND COORDINATING EVENTS, INTERACTION WITH CURRENT SM LEADERSHIP AND STUDENTS, LEADERSHIP TRAINING, ETC.**
- **THEY WILL ALSO DEVELOP “MINISTRY” SKILLS/EXPERIENCE BY BEING HEAVILY INVOLVED IN THE STUDENT MOVEMENT ON THE WEEKENDS.**
- **FINALLY, THEY WILL DEVELOP A “BIG PICTURE” UNDERSTANDING OF HOW ADMINISTRATIVE MINISTRY DURING THE WEEK SYNERGIZES WITH WEEKEND “MINISTRY” ON SUNDAYS.**

WORSHIP MINISTRY TRACK

- **THIS TRACK IS DESIGNED TO PROVIDE AN IMMERSION EXPERIENCE (IN AND MAXIMUM EXPOSURE TO) A POWERFUL WORSHIP MINISTRY ENVIRONMENT. SOM INTERNS IN THIS AREA WILL LEARN MANY OF THE ADMINISTRATIVE FUNCTIONS NEEDED TO FACILITATE OUR WORSHIP MINISTRY SUCH AS: ASSISTING IN PLANNING FOR AND COORDINATING REHEARSALS, PREPARING AND PRINTING MATERIALS FOR THOSE IN THE WORSHIP MINISTRY, CONSTANT COMMUNICATIONS WITH THE MINISTRY TEAM, SCHEDULING, TRAINING, ETC.**
- **THEY WILL ALSO DEVELOP “MINISTRY” SKILLS/EXPERIENCE BY BEING HEAVILY INVOLVED IN THE WORSHIP MINISTRY ON THE WEEKENDS.**
- **FINALLY, THEY WILL DEVELOP A “BIG PICTURE” UNDERSTANDING OF HOW ADMINISTRATIVE MINISTRY DURING THE WEEK SYNERGIZES WITH WEEKEND “MINISTRY” ON SUNDAYS.**

GRAPHIC ARTS TRACK

- **THIS TRACK IS DESIGNED TO PROVIDE CREATIVE PEOPLE WITH A TOTAL IMMERSION EXPERIENCE IN THE EXCITING ENVIRONMENT OF THE CREATIVE COMMUNICATIONS MINISTRY. SOM INTERNS IN THIS AREA WILL SERVE TO DESIGN GRAPHICS AND CREATIVE COMMUNICATIONS FOR THE LLC MINISTRIES IN PRINT MEDIA, AUDITORIUM MESSAGING (ON SCREENS) AND WEBSITE CONTENT.**
- **SOM INTERNS IN THIS TRACK WILL HAVE THE BENEFIT OF WORKING CLOSELY WITH THE STAFF AND ENJOY LEARNING THE “BEHIND-THE-SCENES” OPERATIONS OF THIS VITAL AREA OF MINISTRY.**
- **FINALLY, THEY WILL DEVELOP A “BIG PICTURE” UNDERSTANDING OF HOW GOD USES THIS MINISTRY TO SERVE THE LIFE LINK CHURCH FAMILY AND BEYOND THROUGH A WIDE VARIETY OF CREATIVE COMMUNICATIONS.**

VIDEO COMMUNICATIONS TRACK

- **THIS TRACK IS DESIGNED TO PROVIDE CREATIVE PEOPLE WITH A TOTAL IMMERSION EXPERIENCE IN A VIDEO MINISTRY ENVIRONMENT. SOM INTERNS IN THIS AREA WILL SERVE TO CREATE AND STORYBOARD CONCEPTS, SCHEDULE AND CAPTURE VIDEO CONTENT, EDIT AND UPLOAD CONTENT FOR THE WEEKEND SERVICES AND WEBSITE, ETC.**
- **SOM INTERNS IN THIS TRACK WILL HAVE THE BENEFIT OF WORKING CLOSELY WITH THE STAFF AND ENJOY LEARNING THE “BEHIND-THE-SCENES” OPERATIONS OF THIS VITAL AREA OF MINISTRY.**
- **FINALLY, THEY WILL DEVELOP A “BIG PICTURE” UNDERSTANDING OF HOW GOD USES THIS CREATIVE MINISTRY TO SERVE BOTH THE LIFE LINK CHURCH FAMILY AND THE REST OF THE WORLD THROUGH THE INTERNET.**

GROWTH TRACK/FRESH START/PLANNING CENTER ADMINISTRATION TRACK

- **THIS TRACK IS COMPRISED OF TWO VITAL COMPONENTS OF MINISTRY WITHIN THE LLC FAMILY: GROWTH TRACK (WHICH FOR MOST PEOPLE SERVES AS THE BEGINNING OF THEIR DISCIPLESHIP WALK WITH CHRIST) AND PLANNING CENTER ONLINE (THE CENTRAL MINISTRY SCHEDULING INFRASTRUCTURE FOR LLC)**
- **SOM INTERNS IN THIS TRACK WILL ASSIST IN MANY OF THE ADMINISTRATIVE FUNCTIONS NEEDED TO FACILITATE THESE MINISTRIES SUCH AS: PRINTING AND ASSEMBLY OF ALL MATERIALS, WEEKLY COMMUNICATIONS TO GT PARTICIPANTS, MAINTAINING AND FACILITATING THE GT PROCESSES IN CCB, MAINTAINING AND FACILITATING ALL SCHEDULING IN THE PCO FOR MOST OF THE MINISTRIES AT LLC.**
- **THEY WILL ALSO DEVELOP “MINISTRY” SKILLS/EXPERIENCE BY BEING HEAVILY INVOLVED IN THE GROWTH TRACK ON THE WEEKENDS.**
- **FINALLY, THEY WILL DEVELOP A “BIG PICTURE” UNDERSTANDING OF HOW ADMINISTRATIVE MINISTRY DURING THE WEEK SYNERGIZES WITH WEEKEND “MINISTRY” ON SUNDAYS.**

OFFICE ADMINISTRATION TRACK

- **THIS TRACK IS DESIGNED TO PROVIDE PEOPLE WITH WITH A TOTAL IMMERSION EXPERIENCE IN THE DAY-TO-DAY CHURCH OFFICE ADMINISTRATION. OFFICE ADMINISTRATION IS A VITAL KEY TO SUCCESSFUL MINISTRY. WE LIKE TO SAY THAT “WE HAVE A PLAN AND WE WORK OUR PLAN.” OFFICE ADMINISTRATION IS WHAT MAKES THE LATTER PART OF THIS STATEMENT POSSIBLE.**
- **SOM INTERNS IN THIS TRACK WILL ASSIST IN MANY ADMINISTRATIVE FUNCTIONS SUCH AS: PRINTING OF WEEKLY MATERIALS, FACILITATING DROP-BYS, MAINTAINING AND ORDERING OF OFFICE SUPPLIES, COORDINATING OFFICE VOLUNTEERS, HOUSEKEEPING, PROCESSING SUNDAY BINS ETC.**
- **SOM INTERNS IN THIS TRACK WILL HAVE THE BENEFIT OF WORKING CLOSELY WITH THE STAFF AND ENJOY LEARNING THE “BEHIND-THE-SCENES” CONTEXT OF THIS IMPORTANT AREA OF MINISTRY.**
- **FINALLY, THEY WILL DEVELOP A “BIG PICTURE” UNDERSTANDING OF HOW WE STRATEGICALLY PROVIDE THE PRIMARY RESOURCES & COMMUNICATIONS THROUGHOUT THE WEEK THAT ARE NECESSARY TO MAKE THE SUNDAY EXPERIENCE POSSIBLE.**

POINTS OF HONOR

- **I WILL APPLY MYSELF WHOLEHEARTEDLY TO MY INTELLECTUAL PURSUITS AND TALENTS AND USE THE FULL POWER OF MY MIND FOR THE GLORY OF GOD.**
- **I WILL OBEY GOD, RESPECT AUTHORITY AND REGARD OTHERS OVER MYSELF.**
- **I WILL CULTIVATE GOOD RELATIONSHIPS SOCIALLY WITH OTHERS AND SEEK TO LOVE OTHERS AS I LOVE MYSELF.**
- **I WILL APPLY MYSELF WHOLEHEARTEDLY TO MY INTELLECTUAL PURSUITS AND TALENTS AND USE THE FULL POWER OF MY MIND FOR THE GLORY OF GOD.**
- **I WILL OBEY GOD, RESPECT AUTHORITY AND REGARD OTHERS OVER MYSELF.**
- **I WILL CULTIVATE GOOD RELATIONSHIPS SOCIALLY WITH OTHERS AND SEEK TO LOVE OTHERS AS I LOVE MYSELF.**
- **I WILL REFRAIN FROM ALL IMMORAL SEXUAL CONDUCT (SEXUAL ACTIVITY OUTSIDE OF MARRIAGE), USE OF PORNOGRAPHY, AND COHABITATION WITH SOMEONE OF THE OPPOSITE GENDER.**
- **I WILL ABSTAIN FROM PROFANITY, FROM TOBACCO OF ANY FORM, FROM CONSUMING ALCOHOL OR USING ILLEGAL DRUGS.**
- **I WILL NOT PARTICIPATE IN OR TOLERATE LYING, CHEATING, OR STEALING.**
- **I WILL DO MY OWN ACADEMIC WORK AND WILL NOT INAPPROPRIATELY COLLABORATE WITH OTHER STUDENTS ON ASSIGNMENTS.**
- **I WILL ATTEND ALL CLASSES, REQUIRED EVENTS, PRACTICUMS AND ACTIVITIES WITH AN OPTIMISTIC AND ENERGETIC ATTITUDE.**
- **I WILL TAKE RESPONSIBILITY FOR MY ACTIONS.**
- **I WILL STRIVE TO DEEPEN MY RELATIONSHIP WITH GOD AND TO DO MY UTMOST TO KNOW AND FOLLOW HIS WILL FOR MY LIFE.**
- **I WILL SET MY HEART ON EXEMPLIFYING CHRISTIAN BEHAVIOR ON AND OFF THE LIFE LINK SCHOOL OF MINISTRY CAMPUS.**
- **I WILL ABIDE BY THE RULES AND REGULATIONS THAT MAY FROM TIME TO TIME BE ADOPTED BY THE LIFE LINK SCHOOL OF MINISTRY.**

SCHEDULE & POLICIES

SCHEDULE (COMPULSORY PROGRAM INVOLVEMENT: 20 HOURS PER WEEK):

- **WEDNESDAYS (6.5 HOURS)**
 - ▶ 9:00A - 10:00A LLC STAFF HUDDLE/MEETING
 - ▶ (AFTER STAFF) - NOON INTERNSHIP IN-OFFICE HOURS
 - ▶ 1:30P - 3:00P SOM LEADERSHIP DEVELOPMENT TRAINING
 - ▶ 3:00P - 5:00P INTERNSHIP IN-OFFICE HOURS

- **INTERNSHIP / MINISTRY STREAM (IN OFFICE DURING THE WEEK) (4 HOURS)**
 - ▶ (DETERMINED BY SOM STUDENT & MINISTRY HEAD)

- **SUNDAYS (9.5 HOURS)**
 - ▶ 7:30A - 1:30P LLC SUNDAY MINISTRY STREAMS AS ASSIGNED
 - ▶ 4:00P - 7:30P LLC FRESH START / GROWTH TRACK CLASSES

POLICIES

- **IN ADDITION TO THE POLICIES OUTLINED IN THIS MANUAL, AS INTERNS, SOM STUDENTS ARE COMPELLED TO ABIDE BY THE LIFE LINK CHURCH EMPLOYEE MANUAL IN ALL CAPACITIES AS A VOLUNTEER EMPLOYEE (E.G. EMPLOYEE POLICIES OUTLINING PROTOCOL FOR ABSENCES, TARDINESS, REQUESTS FOR TIME OFF, RESPONSIBILITY COVERAGE PLANS, ETC.)**

- **SCHEDULED ARRIVAL TIME: “10 MINUTES EARLY IS ON TIME”**

FINANCIAL INFORMATION

\$ 50.00 APPLICATION FEE * DUE NO LATER THAN AUGUST 31, 2017

\$ 200.00 REGISTRATION FEE ** DUE NO LATER THAN AUGUST 31, 2017

SIGNED SOM INTERNSHIP "PROGRAM COMMITMENT FORM" DUE NO LATER THAN AUGUST 31, 2017.

* Application Fee is **NON**-refundable

** Registration Fee **IS** Refundable (only if the Applicant is not accepted into the SOM Program) and covers: SOM required books and materials, Graduation Cap, Gown, Tassel & Diploma, etc. (Students may incur other elective expenses on their own discretion)

CONTACT INFORMATION

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IMPORTANT DATES

APPLICATION PACKET AND FEES DEADLINE:

- **SUNDAY, AUGUST 31, 2017**

LLC INTEREST MEETING

- **SUNDAY, AUGUST 13, 2017**

LLC SOM BEGINS:

- **WEDNESDAY, SEPTEMBER 6, 2017**

SOM CONCLUDES:

- **SUNDAY, JULY 29, 2018**

SOM GRADUATION DATE: TBD

NOTES