

# THE ELISHA PROJECT

The Elisha Project is an initiative of the Dakotas Annual Conference (DAC) of The United Methodist Church Board of Ordained Ministry to identify, encourage, and support young people who are exploring a possible call to ministry.

The Elisha Project is a college internship program designed to assist these young people as they sense God's call upon their life in a specific way and to help them to discern more fully what God is calling them to do. Internships between interested local churches and college students who have completed at least their first year of school will be negotiated with the church, the student, and the DAC Board of Ordained Ministry. College students seeking to further discern God's calling upon their life, and churches willing to supervise these interns will work together to define the parameters of individual internships. Most internships will be three months in length, during the summer or during fall or spring semester. Students who have been approved for an internship will receive a stipend of \$1,500 from the local church and a matching stipend grant of \$1,500 from the DAC Board of Ordained Ministry. Other compensation such as travel and housing are the responsibility of and negotiated between the local church and the student.

## Process:

- Applications submitted to the Office of Leadership Development of the Dakotas Annual Conference.
- Completed application packages are presented to the DAC Board of Ordained Ministry for review and approval/non-approval.
- The DAC Board of Ordained Ministry small group for Recruitment/Enlistment/Vocational Discernment seeks to match intern applicants with host church/agency applicants.
- Director of Leadership Development notifies applicants of status of applications and matches to see if both parties are agreeable. Stipend of \$1,500 is then remitted to the local/church agency for support of the intern assigned to their setting.
- Signed final evaluations are received by the Director of Leadership Development for review by the DAC Board of Ordained Ministry.

## Application Rolling Deadlines:

(can submit after the date but may be limited due to funds)

Fall Internships:	June 1
Winter/Spring Internships:	October 1
Summer Internships:	March 1

## Contact:

Office of Leadership Development  
PO Box 460  
Mitchell, SD 57301  
(605) 996-6552 or email [bea.stucke@dakotasumc.org](mailto:bea.stucke@dakotasumc.org)

**The Elisha Project**  
**College Intern Application**

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Street \_\_\_\_\_ Apt. #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Of the two numbers listed, which would be the best one to contact you with? \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_ M \_\_\_\_\_ F

Home Church: \_\_\_\_\_ Pastor: \_\_\_\_\_

Length of time you have been attending the above home church: \_\_\_\_\_

Church Address: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

College/University: \_\_\_\_\_

Anticipated Year of Graduation: \_\_\_\_\_ Current Year in School: \_\_\_\_\_

Current GPA: \_\_\_\_\_ College Major: \_\_\_\_\_

Do you have a current (within the last 3 years) record of ND or SD Criminal Record Check AND

Child Abuse History Clearance? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, are you willing to submit to these clearance checks? \_\_\_\_\_ Yes \_\_\_\_\_ No

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Biography:**

ON A SEPARATE PIECE OF PAPER, PLEASE RESPOND TO THE FOLLOWING STATEMENT/QUESTIONS:

(All responses should be limited to no more than one page.)

1. Please describe your spiritual journey with Christ and any previous involvement in your home church or other ministry setting. Which experiences have been particularly meaningful to you?
2. What are your personal goals for this ministry intern position? Please be specific about the experiences you would like to have, the strengths that you bring, and the areas in which you would like to grow.
3. What future vocations are you considering?

**References:**

We require that you provide us with three written references. One reference should be from the pastor of your church or from your campus minister/college chaplain/professor, one from a leader in your church such as a committee chairperson or youth pastor, and one from a personal friend. We provide a reference form for them to fill out. Please print out the form and give it to your chosen references to fill out and return to us at the address listed. Your application will not be complete until these references have been received.

Please list the names of your three written references:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**Please send completed applications to:**

The Elisha Project  
c/o Office of Leadership Development  
Dakotas Conference of The UMC  
PO Box 460  
Mitchell, SD 57301

## INTERNSHIP REFERENCE FORM

Name of Applicant: \_\_\_\_\_

Please evaluate the applicant on the following scale by checking the appropriate box:

	Excellent	Good	Satisfactory	Weak
Church Involvement:				
Interpersonal Skills:				
Spiritual Maturity:				
Reliability:				
Initiative:				
General Knowledge:				
Emotional Maturity:				

What gifts for ministry have you identified in this person?

To your knowledge, has this person been discerning a call to the full-time ministry?  
(Please be as specific as possible about length of discernment time and if he/she has considered what area of ministry to which God could be calling him/her.)

Is there anything else you would like to share about the applicant?

Would you recommend this person to be an Elisha Project Intern? \_\_\_\_\_ Yes\_

\_\_\_\_\_ No Name of Reference: \_

\_\_\_\_\_ Position: \_\_\_\_\_

Name of Church/Organization: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_ In what capacity? \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_

\_\_\_\_\_

**Please send this reference form directly to:**

The Elisha Project c/o Office of Leadership Development

## HOSTING CONGREGATIONS APPLICATION

A hosting congregation is a nurturing congregation that goes one step further. This congregation is one that is willing and able to facilitate the hosting and nurturing of a qualified Elisha Project Intern on their staff for a three month internship. Hosting congregations will make a financial commitment, but more importantly will make a personal commitment involving both clergy and laity leadership. They will provide an experiential learning opportunity for an Elisha Project Intern that will allow them to explore more fully God's call upon their life. Hosting congregations will allow Elisha Project Interns to experience the fullest range of ministerial settings, and expose them to intentional reading and critical discussions in formative and discerning ways.

Name of Church/Agency: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

Church/Agency E-mail: \_\_\_\_\_

Number of Members/Constituents: \_\_\_\_\_ Number of Professional Staff: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_

Do you expect a change in supervision during the term of the placement? \_\_\_\_\_ Yes \_\_\_\_\_ No

Does the supervisor have a Master of Divinity or equivalent degree? \_\_\_\_\_ Yes \_\_\_\_\_ No

Is the supervisor ordained? \_\_\_\_\_ Yes \_\_\_\_\_ No

Supervisor E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

### Learning Plan:

The Elisha Project seeks to maximize the learning potential of the interns by establishing appropriate educational expectations. Will you (and your church/agency):

\_\_\_\_\_ Grant the intern identity as a ministering person and allow him/her to exercise an appropriate range of ministerial responsibilities under your careful supervision?

\_\_\_\_\_ Establish clear goals for the intern and clear expectations of the church/agency?

\_\_\_\_\_ Provide for the intern regular supervisory conferences with theological reflection and a final joint review of learning attained and to be attained?

\_\_\_\_\_ Establish and use a training committee to offer the intern lay supervision?

**Service Plan:**

Please indicate how you will identify The Elisha Project Intern in your ministry. (i.e., student associate minister, ministerial intern, etc.)

Please list ways the Elisha Project Intern might be involved in your ministry. This is important for the DAC Board of Ordained Ministry in placing the intern and in establishing intern expectations prior to his/her arrival for learning and service. Interns should expect structure and support in their involvement. It is understood this is a tentative profile of an intern’s role in your church/agency ministry. Except in limited instances, the intern is not expected to carry the full responsibility for programs or ministries of the placement.

Are there specialized skills or experiences required for the expectations noted above?

**Financial Plan:**

Participation in The Elisha Project assumes the intern will be provided a field stipend and/or grant. The stipend for a college intern is \$3,000 for a three month period. Of this, the Board of Ordained Ministry will provide \$1,500 for approved applicants. The local church/agency is expected to provide the balance of \$1,500 in addition to any other compensation such as travel and housing negotiated between the local church/agency and the student.

- Transportation expense: All interns should be reimbursed for travel costs incurred to do the work of the ministry by the ministry setting. Reimbursement should be at the level allowed by the IRS (currently \$.565 a mile).
- Meals and housing expense: Most Elisha Project host settings provide meals and housing/room expenses incurred to do the work of the ministry. Where needed, can you provide housing for \_\_\_\_\_ a married couple or a \_\_\_\_\_ single person?

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_ Supervising Pastor

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_ Administrative Team Chairperson

**Please send this application to:**  
The Elisha Project  
c/o Office of Leadership Development  
Dakotas Conference of The UMC  
PO Box 460  
Mitchell, SD 57301

**The Elisha Project  
Supervisor's Final Review**

Name of Intern: \_\_\_\_\_

Host Church/Agency: \_\_\_\_\_

This evaluation form provides the supervisor an opportunity to give a narrative evaluation of the Elisha Project Intern. The topics listed are not intended to be exhaustive but outline minimally the criteria for evaluation. Please feel free to add categories and to use more space than provided here. The more specific you can be in the evaluation, the more helpful the evaluation will be to the student and to the DAC Board of Ordained Ministry.

This form must be completed jointly with the intern and signed by both the intern and the supervising pastor. No one should, under any circumstances, sign an incomplete evaluation. The signatories should see the completed form before they sign it. The supervising pastor and the intern should ensure that the evaluation is submitted punctually.

**Completion of Learning Objectives and Tasks:** (Please indicate how the student fulfilled the objectives outlined in the Learning-Service Covenant. Discuss tasks specifically and whether or not they have been satisfactorily met.)

**Competency in Ministry Skills:** (On the basis of the objectives agreed upon in the Learning-Service Covenant, please evaluate the student's progress in developing ministerial skills and ability to integrate academic work, field experience, and personal spiritual life. Identify areas of strength and areas for growth.)

**Ability to Relate to Others:** (Please assess the intern's ability to work with you and others making specific reference to how the intern is available to people, takes leadership roles, deals with authority, demonstrates sensitivity, and respects confidences.)

**Awareness of Interpersonal Dynamics:** (Please comment on the student's sense of self-awareness, ability to integrate who he/she is and what he/she does, and the development of ministerial identity.)

**Comments and Recommendations:** (What, if any, educational opportunities would you suggest for this student's further growth?)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_ Elisha Project Intern

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_ Supervising Pastor

The Elisha Project Intern and I have discussed this evaluation: \_\_\_\_\_ Yes \_\_\_\_\_ No

**BACKGROUND CHECK FORM**

A completed background check will be necessary once the applicant has been accepted into the program.

**AUTHORIZATION FOR EMPLOYER TO ACCESS CONSUMER REPORTS**

DISCLOSURE

By signing below, you acknowledge and understand that in connection with your application for volunteer or employment or contract services with **Dakotas Conference of the United Methodist Church**, consumer reports or investigative consumer reports which may contain public record information may be requested or made on you, including but not limited to consumer credit, criminal records, driving history records, education records, previous employment history, workers compensation reports from either the Department of Labor, National Personnel Records or the Industrial Commission, social security traces, military records, professional licensure records, eviction records and others. You further understand that these reports will be released to **The Dakotas Conference of the United Methodist Church, or any other member of said Conference**. The reports may include experience information along with reasons for termination of past employment. Furthermore, you understand that information from various Federal, State, local and other agencies which contain information about your past activities will be requested. You understand that a consumer report containing injury and illness records and medical information may be obtained only after a tentative offer of employment has been made. You are hereby notified that you have the right to request a copy, upon proper identification and the payment of any legally permissible fees, of the above consumer report contained in Trak-1 Technology's files on you at the time of your request. You are further notified that prior to being denied employment based in whole or in part, on information obtained in the consumer report, you will be provided a copy of the report, the name, address and telephone number of the reporting agency and a description in writing of your rights under the Fair Credit Reporting Act.

AUTHORIZATION

By signing below, you hereby authorize, without reservation, any party or agency contacted by this organization to furnish the above mentioned and requested information. You further authorize ongoing procurement of the above mentioned information, reports and records at any time during your employment or contract. You also agree that a fax or photocopy of this authorization with your signature is accepted as having the same authority as the original. You further authorize and request, without any reservation, any present or former employer, school, police department, financial institution, division of motor vehicles, consumer reporting agencies, or other persons or agencies having knowledge about you to furnish **Dakotas Conference of the United Methodist Church** with any and all background information in their possession regarding you, in order that your employment qualifications may be evaluated. You authorize this information to be shared with **The Dakotas Conference of the United Methodist Church, or any other member of said Conference**.

**ACKNOWLEDGEMENT OF RECEIPT OF SUMMARY OF RIGHTS**

**By signing below, you certify you have read and fully understand this disclosure and authorization, all of the information you are providing is true, complete, correct and accurate, and you acknowledge that you have received the attached summary of your rights under the Fair Credit Reporting Act (15 U.S.C. §1681 et seq.).**

**The following is information required in order for Dakotas Conference of the United Methodist Church to obtain a complete consumer report.**

\_\_\_\_\_  
PRINT FULL LEGAL NAME (First, Full Middle Name, Last Name)

\_\_\_\_\_  
STREET ADDRESS Check here if this is a new address

\_\_\_\_\_  
CITY STATE ZIP

\_\_\_\_\_  
SOCIAL SECURITY NUMBER Date of Birth

\_\_\_\_\_  
DRIVER'S LICENSE NUMBER ISSUING STATE

\_\_\_\_\_  
OTHER OR FORMER NAMES (aka, maiden names, married names, surnames etc.)

\_\_\_\_\_  
CONSUMER'S SIGNATURE DATE

For California, Minnesota or Oklahoma applicants

[ ] If you would like to receive a copy of the consumer report, if one is obtained, please check this box and read below: If you checked the applicable box and you are a California applicant, a copy of the consumer report will be sent within three (3) days of the employer receiving a copy of the consumer report. For California applicants only, if public record information about your character, general reputation, personal characteristics, and mode of living is obtained without using a consumer reporting agency, you will be supplied a copy of the public record information within seven (7) days of the employer's receipt unless you check this box. By checking this box you hereby waive your right to obtain any additional copy of the consumer report.

## A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT CONSUMER RIGHTS NOTICE

*Para informacion en español, visite <https://www.ftc.gov/credit> o escriba a la FTC Consumer Response Center, Room 130-600 Pennsylvania Ave NW, Washington DC 20580.*

### A SUMMARY OF YOUR RIGHTS UNDER the FAIR CREDIT REPORTING ACT

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information including information about additional rights, go to [www.ftc.gov/credit](http://www.ftc.gov/credit) or write to: Consumer Response Center, Room 130- A, Federal Trade Commission, 600 Pennsylvania Ave NW, Washington, D.C. 20580.**

**You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.

**You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your "file disclosure"). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:

a person has taken adverse action against you because of information in your credit report;

you are the victim of identity theft and place a fraud alert in your file;

your file contains inaccurate information as a result of fraud;

you are unemployed but expect to apply for employment within 60 days.

In addition, by September, 2005 all consumers will be entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See [www.ftc.gov/credit](http://www.ftc.gov/credit) for additional information.

**You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.

**You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See [www.ftc.gov/credit](http://www.ftc.gov/credit) for an explanation of dispute procedures.

**Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete, or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.

**Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.

**Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.

**You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to [www.ftc.gov/credit](http://www.ftc.gov/credit).

**You may limit "prescreened" offers of credit and insurance you get based on information in your credit report.** Unsolicited "prescreened" offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists on which these offers are based. You may opt-out with the nationwide credit bureaus at 1-800-392-7816.

**You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.

**Identity theft victims and active duty military personnel have additional rights.** For more information, visit [www.ftc.gov/credit](http://www.ftc.gov/credit).

**States may enforce the FCRA and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. Federal enforcers are:**

TYPE OF BUSINESS	CONTACT
Consumer reporting agencies, creditors and others not listed below.	Federal Trade Commission: Consumer Response Center-FCRA Washington, DC 20580
National banks, federal branches/agencies of foreign banks {word "National" or initials "N.A." appear in or after bank's name)	Office of the Comptroller of the Currency Compliance Management, Mail Stop 6-6 Washington, DC 20219 800-613-6743
Federal Reserve System member banks (except national banks, and federal branches/agencies of foreign banks)	Federal Reserve Board Division of Consumer & Community Affairs Washington, DC 20551 202-452-3693
Savings associations and federally chartered savings banks (word "Federal" or initials "F.S.B." appear in federal institution's name)	Office of Thrift Supervision Consumer Complaints Washington, DC 20552 800-842-6929
Federal credit unions (words "Federal Credit Union" appear in institution's name)	National Credit Union Administration 1775 Duke Street Alexandria, VA 22314 703-519-4600
State-chartered banks that are not members of the Federal Reserve System	Federal Deposit Insurance Corporation Consumer Response Center, 2345 Grand Avenue Ste 100 Kansas City, Missouri 64108-2638 1-877-275-3342
Air, surface, or rail common carriers regulated by former Civil Aeronautics Board or Interstate Commerce Commission	Department of Transportation, Office of Financial Management Washington, DC 20590 202-366-1306
Activities subject to the Packers and Stockyards Act, 1921	Department of Agriculture Office of Deputy Administrator -GIPSA Washington, DC 20250 202-720-7051

**NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW**

DAKOTAS CONFERENCE OF THE UNITED METHODIST CHURCH intends to obtain information about you for employment purposes from an investigative consumer reporting agency or consumer credit reporting agency. Thus, you can expect to be the subject of "investigative consumer reports" and "consumer credit reports" obtained for employment purposes. Such reports may include information about your character, general reputation, personal characteristics, and mode of living. With respect to any investigative consumer report from an investigative consumer reporting agency ("ICRA"), the Company may investigate the information contained in your employment application and other background information about you, including but not limited to obtaining a criminal record report, verifying references, work history, your social security number, your educational achievements, licensure, and certifications, your driving record, and other information about you, and interviewing people who are knowledgeable about you. The results of this report may be used as a factor in making employment decisions. The source of any investigative consumer report (as that term is defined under California law) will be **Trak-1 Technology; P.O. Box 52028; Tulsa, Oklahoma, 74152; 800-600-8999**. The source of any credit report will be **Trak-1 Technology; P.O. Box 52028; Tulsa, Oklahoma, 74152; 800- 600-8999**. The Company agrees to provide you with a copy of an investigative consumer report when required to do so under California law.

Under California Civil Code section 1786.22, you are entitled to find out from an ICRA what is in the ICRA's file on you with proper identification, as follows:

In person, by visual inspection of your file during normal business hours and on reasonable notice. You also may request a copy of the information in person. The ICRA may not charge you more than the actual copying costs for providing you with a copy of your file.

A summary of all information contained in the ICRA's file on you that is required to be provided by the California Civil Code will be provided to you via telephone, if you have made a written request, with proper identification, for telephone disclosure, and the toll charge, if any, for the telephone call is prepaid by or charged directly to you.

By requesting a copy be sent to a specified addressee by certified mail. ICRA's complying with requests for certified mailings shall not be liable for disclosures to third parties caused by mishandling of mail after such mailings leave the ICRA's.

"Proper Identification" includes documents such as a valid driver's license, social security account number, military identification card, and credit cards. Only if you cannot identify yourself with such information may the ICRA require additional information concerning your employment and personal or family history in order to verify your identity.

The ICRA will provide trained personnel to explain any information furnished to you and will provide a written explanation of any coded information contained in files maintained on you. This written explanation will be provided whenever a file is provided to you for visual inspection.

You may be accompanied by one other person of your choosing, who must furnish reasonable identification. An ICRA may require you to furnish a written statement granting permission to the ICRA to discuss your file in such person's presence.