



15800 Calvary Rd.  
Kansas City, MO 64147

# Syllabus

Course: MU4490 Worship Arts Internship  
Credit: 3 Semester Hours  
Semester: Fall/Spring  
Time/place: To be arranged with instructor, student, area pastor, or music director  
Instructor: Dr. Tom Stolberg  
Email: [tom.stolberg@calvary.edu](mailto:tom.stolberg@calvary.edu)  
Phone: 816-322-5152, ext. 1354

## I. DESCRIPTION

The practical application of the philosophy, administration, and practices of worship arts in a local church situation under the guidance of a local minister of worship arts and/or a Music Department professor. The internship will take place during one semester or during the summer near the end of the student's training at Calvary and may be the student's Christian ministry. (Fee: \$250)

## II. OBJECTIVES

- A. General competencies to be achieved. The student will:
1. Receive hands-on experience in church music.  
PLO: 2, 3; Assignments III, IV
  2. Have the opportunity to observe, learn and try various tasks related to the music ministry of the church.  
PLO: 1, 2, 3; Assignments III, IV
  3. Learn and exhibit personal growth through self-evaluation and the evaluation of supervisors.  
PLO 1; Assignments III, IV
  4. Strive to learn and instill principles of the leader as a servant.  
PLO 1, 2; Assignments III, IV
  5. Receive expanded knowledge, practical application, and skills building in various areas of music ministry of the church.  
PLO 3; Assignments III, IV

*Our Mission: "...to prepare Christians to live and serve in the church and in the world according to the Biblical worldview."*

- B. Specific competencies to be achieved. The student will:
1. Show music leadership growth through being involved a church music ministry under the supervision of the music ministry of the church.  
PLO 1, 2, 3; Assignments III, IV
  2. Exhibit practical knowledge and growth through the various tasks that are assigned.  
PLO 3; Assignments III, IV
  3. Demonstrate improvement in music ministry through use of a personal log, input from the pastor or other leaders of the church, and interaction with the instructor.  
PLO 1, 2, 3; Assignments III, IV
  4. Learn more about the music ministry and servant hood by completing the required reading, putting concepts into practice, and dialogue with the instructor and supervisor.  
PLO 1, 2, 3; Assignments III, IV

### III. REQUIREMENTS

- A. Secure a music internship position at a church that is suitable for this course. The position/place of internship must be accepted by the instructor of the course and the music director or pastor of the church.
- B. Complete the specific tasks agreed upon by the student, instructor and music director or pastor. Tasks are to be customized to meet the needs and abilities of the student, and to fit the church where the internship will take place.
- C. Keep a brief log or diary of the ministry, what was experienced, difficulties encountered, problems solved, and lessons learned during the internship. Record all of the time spent daily related to the music internship position. A specific log form for each week is given to the student and is to be completed at the end of each week.
- D. Meet at least weekly or bi-weekly with the instructor for dialogue, help and information.
- E. Meet at least weekly with the music director or pastor for dialogue, help, planning and information.
- F. Receive a written evaluation by the music director or pastor at least 3 times during the internship.
- G. Complete the required reading for the course.

IV. METHODS

- A. Personal, practical experience in local church music ministry.
- B. Meetings and direct supervision by the music director or pastor of the church.
- C. Written evaluation by the music director or pastor of the church.
- D. Weekly log.
- E. Sessions with the instructor.

V. MATERIALS

The Holy Bible

- A. The student is required to read at least 1 text related to biblical service and leadership from appropriate texts located in the CU library.
- B. The student is required to read at least 1 text related to music ministry and the church from appropriate texts located in the CU library.
- C. The student is required to read at least 1 book as assigned by the instructor.
- D. The student is to read at least 3 journals/periodicals related to church music from the following: (extra credit given for reading more than 3)

Church Musician Today. At the University library.  
Worship Leader. At the University library  
 Others periodicals are also available. (get okay from instructor)

VI. GRADING

A. Effectiveness, growth and faithfulness to the church music ministry as evidenced by evaluations	50%
B. Weekly log completion	10%
C. Reading	20%
D. Sessions with music director and instructor	<u>20%</u>
total	100%

VII. OTHER IMPORTANT INFORMATION

**Assignments** are due at class time or on the date assigned. Papers and reading assignments must be completed on time. **Work not completed on time will be graded down accordingly.** A research paper turned in more than one week late will receive no credit. Illness is the only acceptable exception.

The Bible is a required textbook in every course at Calvary University. To facilitate academic level study, students are required to use for assignments and research an English translation or version of the Bible based on formal equivalence (*meaning that the translation is generally word-for-word from the original languages*), including any of the following: New American Standard (NASB, English Standard Version (ESV), New King James (NKJV), or King James (KJV). Other translations and versions based on dynamic equivalence (*paraphrases, and thought-for-thought translations like NLT and NIV*) may be used as supplemental sources. Please ask the professor if you have questions about a particular translation or version.

Students with disabilities have the responsibility of informing the Accommodations Support Coordinator ([aso@calvary.edu](mailto:aso@calvary.edu)) of any disabling condition that may require support.

*Plagiarism is defined as copying any part of a book or paper without identifying the author. This also includes taking another person's ideas and presenting them as your own.*

The Clark Academic Center ([learning@calvary.edu](mailto:learning@calvary.edu)) is dedicated to providing free academic assistance for Calvary University students. Student tutors aid with all facets of the writing process, tutor in various subject areas, prepare students for exams and facilitate tests. Please take advantage of this service.

All class papers must follow the Turabian style according to *A Manual for Writers of Research Papers, Theses, and Dissertations*, 8th edition and the Calvary Style Guide, 2019 update.

Grading Scale: See grading scale in the university catalog.

Calvary University

MU4490 Worship Arts Internship

Weekly Log

Student Name \_\_\_\_\_

The intern is to complete 1 log form for each week of internship involvement.

Date this log form completed \_\_\_\_\_ For week of \_\_\_\_\_ to \_\_\_\_\_

1. List the amount of hours/time involved in actual ministry, preparation for ministry, meeting(s) related to ministry, other related to internship for the week of this log report.

Mon \_\_\_\_\_ Tue \_\_\_\_\_ Wed \_\_\_\_\_ Thu \_\_\_\_\_ Fri \_\_\_\_\_ Sat \_\_\_\_\_ Sun \_\_\_\_\_

2. List the specific types of ministries/things you were involved in this week:

3. What are some areas of your ministry that you felt went fairly well this week?

4. What are some areas of your ministry that you had problems with or had difficult situations? Do you feel that you can solve these problems or do you feel that you need help from someone?

5. Are there some things that you will do differently this coming week? If so, what?

6. How do you think you related to people this week?

7. Did you encounter any relational problems with others?

If yes, what was the nature of the difficulties.

Do you feel that you can solve these difficulties or do you need the help of someone else?

8. Rate yourself in the following areas concerning your internship work this week, on a scale of 1-5 with 5 being superior.

- |   |           |
|---|-----------|
| A. Communication                                    | 1 2 3 4 5 |
| B. Attitude   | 1 2 3 4 5 |
| C. Promptness                                       | 1 2 3 4 5 |
| D. Faithfulness                                     | 1 2 3 4 5 |
| E. Diligence  | 1 2 3 4 5 |
| F. Organization/planning                            | 1 2 3 4 5 |
| G. Worry  | 1 2 3 4 5 |
| H. Quality of work                                  | 1 2 3 4 5 |
| I. Musical preparation                              | 1 2 3 4 5 |
| J. Effectiveness of music leading in the service(s) | 1 2 3 4 5 |
| K. Effectiveness of rehearsing/conducting           | 1 2 3 4 5 |
| L. Relationship with church musicians               | 1 2 3 4 5 |
| M. Relationship with others in the church           | 1 2 3 4 5 |

9. I need to speak to the music director or pastor about the following:

10. I need to speak to the instructor about the following:

Calvary University

MU449 Church Music Internship

Church Supervisor Evaluation Form

The church supervisor is to complete 3 evaluation forms during the semester related to the student's church music internship and return them to the college instructor for the course.

Supervisor's name\_\_\_\_\_

Student music intern\_\_\_\_\_

Date of this evaluation\_\_\_\_\_

1. List the specific types of ministries/things the student was involved in for the past month:
2. What are some areas of the ministry/leadership that you felt the student did quite well in the past month?
3. What are some areas of the ministry/leadership that you feel the student had problems with or encountered difficult situations?  
Do you feel that you or the student can solve these problems or do you feel that you need help from the instructor of the course?
4. Are there some things that you did or will recommend to the student as suggestions to do differently in the coming weeks of ministry? If so, what?
5. How do you feel the student related to people the past 3 weeks of the ministry?
6. Did you feel that the student encountered any relational problems with others?  
If yes, what was the nature of the difficulties.

Do you feel that these can be solved by the student and you or do you need the help of the instructor of the course?

7. Rate the student in the following areas concerning their internship work during the past 3 weeks, on a scale of 1-5 with 5 being superior.

- |   |           |
|---|-----------|
| A. Communication                                    | 1 2 3 4 5 |
| B. Attitude   | 1 2 3 4 5 |
| C. Promptness                                       | 1 2 3 4 5 |
| D. Faithfulness                                     | 1 2 3 4 5 |
| E. Diligence  | 1 2 3 4 5 |
| F. Organization/planning                            | 1 2 3 4 5 |
| G. Worry  | 1 2 3 4 5 |
| H. Quality of work                                  | 1 2 3 4 5 |
| I. Musical preparation                              | 1 2 3 4 5 |
| J. Effectiveness of music leading in the service(s) | 1 2 3 4 5 |
| K. Effectiveness of rehearsing                      | 1 2 3 4 5 |
| L. Relationship with church musicians               | 1 2 3 4 5 |
| M. Relationship with others in the church           | 1 2 3 4 5 |

8. I need to speak to the student about the following:

9. I need to speak to the instructor of the course about the following:



