

Columbia Bible College

Mentor Responsibilities and Expectations

EXPL 311/312 Intercultural Studies Internship

It is required that the internship field assignment take place in an intercultural setting for a minimum of 8 months (may include time for orientation and training in North America).

It is expected that approximately 80% of the intern's time will be focused on intercultural ministry activities while 20% is assigned to reflective and academic elements of the internship.

It is expected that the Mentor will meet regularly (weekly if possible) for individual dialogue with the intern. Discussion should focus on ministry activities, interrelational joys and challenges, cultural orientation and prayer support. Discuss the intern's movement toward learning goals.

Mentor's Role

CBC views the Mentor as a very crucial person in the internship experience. The Mentor serves as model, supervisor, and coach in helping the student adapt socially, culturally, spiritually and organizationally. CBC prioritizes Mentors who have at least 5 years missions experience and who are highly recommended by the mission agency. The Mentor, mission organization, student and CBC all need to agree on the placement specifics.

We anticipate the Mentor will be involved in the following ways:

1. Crafting a Learning Covenant with the student and College (see below).
2. Structuring the intern's weekly schedule of ministry and study time. Because interns receive 24 hours of academic credit, they need to devote a minimum of 8-10 hours each week to study and completion of required assignments.
3. Provide regular supervision, coaching and prayer support for the intern while in the field. Sometimes, more guidance is needed at the beginning and tapers off as interns adjust.
4. Recommendations for specific reading assignments (where applicable and where the mentor has knowledge).
5. Online Evaluations (2):

The College also requests that the Mentor complete two reports for the school; one at the 4-month mark of the placement; the second at the conclusion of the placement. These are available on the CBC website: <https://www.columbiabc.edu/ics-posting-internships>. They may be filled out online or a PDF version is available to download, print, scan and email. We ask the Mentor to review these reports with the intern prior to submitting them to CBC.

Upon completion of all components of internship and the ensuing evaluations, CBC will send the Mentor a stipend of \$500.00 CDN funds as a gesture of our appreciation and gratitude for the work, care, supervision and support provided to the intern.

All academic grading is completed by the Intercultural Studies Director. Please direct any questions to bryan.born@columbiabc.edu