

# Building Future Christian Boards

The  
Board  
Internship



## Host Board Information Pack

2025-2026



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*We take on interns because it gives us a totally different and new perspective in terms of contribution to the board, and a new way of looking at things.*

*It's been great for our board.*

Jame Lewis  
Chair  
Hillcrest Christian College



# 1. Overview of the Program

The Board Internship equips young Christians between 22 and 35 for future Board positions by providing hands-on board experience, mentorship, learning & development, and networking opportunities

In turn, it provides Ministry and Church Boards with fresh, young, diverse perspectives, often filling skill and knowledge gaps and building a pool of trained and equipped leaders for future board service

As the boards of Christian organisations are aging, governance is often lagging, and recent collapses and moral failures of Christian leaders have eroded trust, this program is the perfect opportunity to show leadership and develop the next generation of trusted Board Members

This is a joint program by CMA and Korus Connect



## 2. What we are looking for in a Host Board

Organisations with a Godly pursuit of excellence, integrity and leadership in governance; who recognise that a well-governed organisation builds faith and trust with its stakeholders, stewards its resources well, and takes care to be honourable in all things before the Lord, and before others

Organisations with a commitment to the future of Christian boards and to equipping the next generation of Christian leaders stepping into governance

Organisations with a healthy governing board, who can also provide board governance mentorship to an intern for 12 months, and who are both willing and capable of opening their boardroom discussions and operations to an intern to observe, learn and participate in a non-voting capacity



# 3. Program breakdown



## Board involvement

12-month attendance at all board meetings in a non-voting capacity

Interns receive all Board papers and minutes, may be seconded to appropriate committees (eg. risk, audit), attend Strategy Days and AGM

Interns should be invited to attend other events hosted by the organisation where Board members would ordinarily be present



## Mentorship

Each intern is paired with a Board Member from their Host Board to Mentor the Intern throughout the Program

Mentors should be chosen carefully and be available to offer advice, answer questions before and after each Board Meeting, and provide spiritual input and Christian leadership in the governance journey

Meetings should be structured one on one, as well as additional communication throughout. Three Performance Evaluations are to be completed



## Learning & Development

Interns participate in a 12-month curated learning program with a Christian Governance focus, with a mix of presentations from leading Christian professionals, fireside chats with exceptionally experienced Chairs, and facilitated group work to embed their learning

Interns also attend two CMA Conferences free of charge and engage in other in-person training offered by the Host Board

Recordings of sessions are made available to Host Boards as Professional Development



## Fundraising

Effective Board Members hold key responsibilities as askers, ambassadors and advocates for the organisation, and as Board Members it is critical to understand how the organisation is financially resourced to carry out its mission

To this end, Interns are trained and equipped to act as effective 'askers' and tasked to assist in a fundraising campaign to apply their skills. Mentors are asked to provide some support to assist Interns navigate this project



## Networking

In addition to networking opportunities at the CMA Conferences, Interns are introduced to the Alumni, have the option to be listed on the TBI Directory on the TBI website, and are encouraged to continue building relationships and networking throughout the sector.

Host Boards are asked to provide networking opportunities where appropriate



## Support

Interns and Mentors are provided support throughout the program in the form of Pastoral Care and ongoing prayer from the TBI Team.

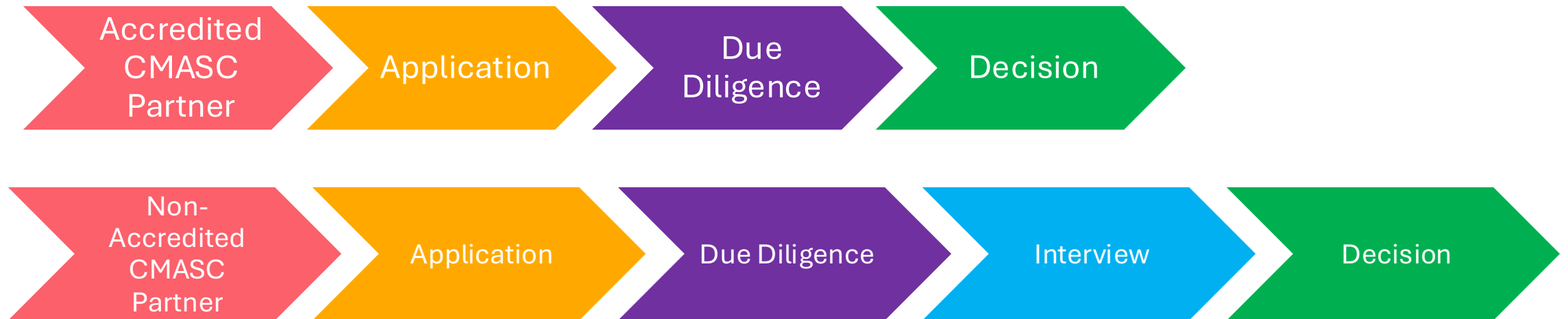
Evaluations, informal chats, regular communications, and a 'Mentors Only' session all provide opportunities for feedback and a chance to address any issues

Host Boards are asked to provide feedback at the halfway point, and we conduct a final review at the end of the program

# 4. Selection and matching process

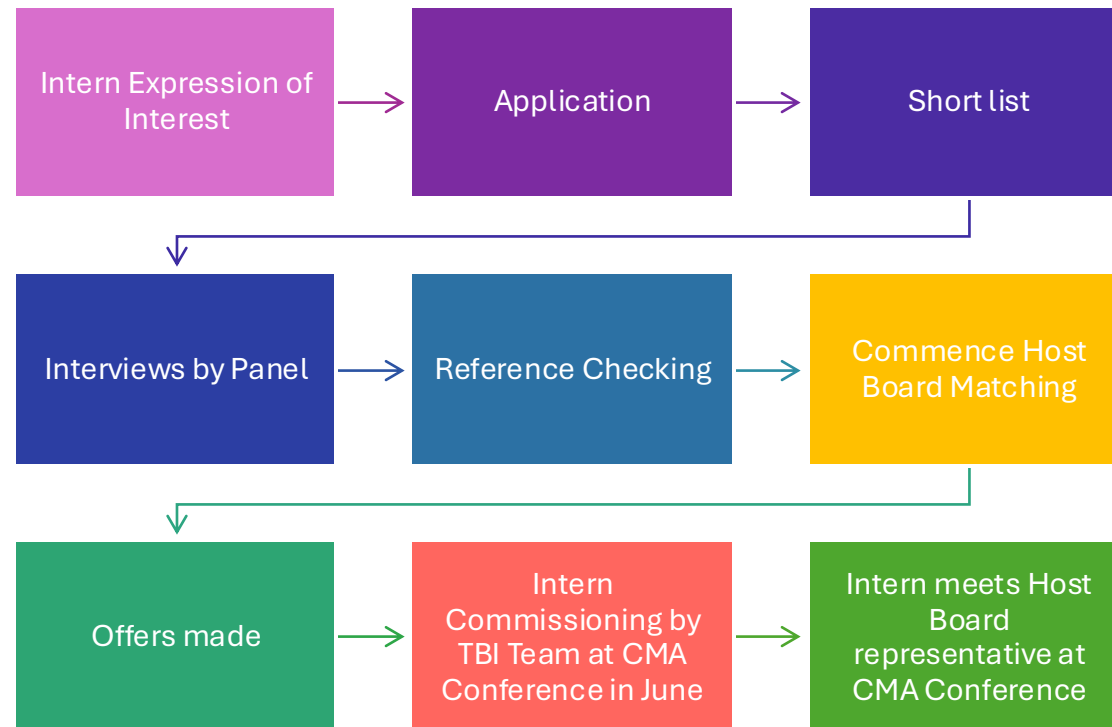
**Potential Host Boards** need to evidence their commitment to high standards of governance, accountability and transparency, and their focus on God in the Boardroom. We also need to discover a number of important things about the operations of your board.

This can be done one of two ways:



# 4. Selection and matching process (cont.)

**Interns** undergo an Application process designed to match them as best we can to Host Boards. The Application to Offers Made Process runs from late January/early February through to early/mid May:



# 5. Role of the Host Board

The success of the program relies on the Host Board meeting several expectations:

- ✓ Conduct onboarding with your Intern to familiarise them with your Board and organisation
- ✓ Invite your Intern to participate in all board meetings throughout the year (minimum 4 per year), including access to all papers
- ✓ Where appropriate and in line with skill sets, provide opportunities for your Intern to sit on committees
- ✓ Provide opportunities for your Intern to attend all events which Board members would ordinarily attend (e.g. AGM, Strategy Day/Weekend, Board dinners)
- ✓ Proactively seek to include your Intern in Board discussions and ask their views on issues
- ✓ Include your Intern in all board meetings and decisions, including sensitive ones, subject to Chair discretion
- ✓ Support your Mentor in their role and, if necessary, provide a replacement Mentor if the appointed Mentor is unable to continue to fulfil their role
- ✓ Provide feedback to The Board Internship on the program and your Intern at intervals and at the end of the program
- ✓ Have at least one representative attend two consecutive CMA Conferences (usually held around the first week of June), the first for the Intern's Commissioning and the second for their Graduation to support your Intern
- ✓ Be an ambassador generally for the internship program



# 6. Role of the Mentor

A background image showing two men sitting on the floor. The man on the left is wearing a dark blue sweater and is looking at a laptop screen. The man on the right is wearing a light blue button-down shirt and is gesturing with his hands as if explaining something. They appear to be in a meeting or discussion.

The success of the program also relies on Host Board Mentor selection, and the Mentor meeting several expectations:

- ✓ Complete and sign the Mentor Questionnaire and attend the Mentor Induction Training
- ✓ Familiarise your Intern with the Host Organisation's people, culture, structure, vision, services, programs and financial operations
- ✓ Discuss with your Intern their expectations of the Mentoring relationship and establish clear goals for the internship period
- ✓ Meet face to face with your Intern where possible following each Board meeting to discuss their insights and answer any questions, (and possibly also prior to board meetings to discuss papers and prepare the intern), and be available for further discussions, advice, prayer and support via email/phone/zoom
- ✓ Provide spiritual context to governance and assist your Intern in understanding the role of Christian leadership and God in the boardroom
- ✓ Engage intentionally in and support the purpose, mission and processes of the internship, including considering how to best utilise your Intern's time and talent to enhance their experience
- ✓ Connect your Intern with relevant people in the Mentor's network and professional events where appropriate
- ✓ Conduct three Performance Evaluations on your Intern as provided by The Board Internship
- ✓ Where possible, participate in quarterly Mentors Only sessions to encourage and support other mentors in the program, and to be supported
- ✓ Optional attendance at Intern's webinars to support them, as well as option to share recordings of presentations with your Board for ongoing professional development

As the Mentor is a critical role in the program, please read the separate *Mentor Information Pack and Questionnaire* in your consideration to become a Host Board

# 7. Role of the Intern

The success of the program relies on Interns fulfilling several expectations:

- ✓ Commit to The Board Internship opportunity fully, recognising all facets that make up the program
- ✓ Show initiative, ask questions, and be guided by their Mentor
- ✓ Be open and honest with their Mentor about their goals, expectations, challenges, concerns and feedback
- ✓ Attend all Board Meetings for their Host Board as a non-voting observer, and engage with committees and other events when invited and wherever possible, even if not mandatory
- ✓ Sign a Non-Disclosure Agreement to protect their Host Board, as they are being exposed to sensitive information
- ✓ Communicate with The Board Internship Administrator if there are challenges that impact their ability to complete the program
- ✓ Actively engage in all aspects of the program, whether set by The Board Internship team or by their Host Board
- ✓ Participate fully in the Learning & Development program, attending live or watching recordings of webinars (preference is live attendance), and completion of quizzes and reflections (failure to fully participate will result in failure to graduate from the program)
- ✓ Complete three Performance Evaluations as self reflection and sign off with Mentor
- ✓ Actively participate in Fundraising project with the goal to raise a minimum of \$1000 towards the costs of running the program
- ✓ Provide constructive feedback on the program to The Board Internship team during feedback sessions

# 8. Program costs and benefits

In order to encourage participation by young professionals, this program is offered to Interns at no charge to them. Interns are required to engage in a fundraising project to assist in covering program costs.

Host Boards are asked to pay a fee towards the costs of the overall program, with a discounted fee for CMA Standards Council Accredited Partners who have already demonstrated their commitment to good governance and therefore less due diligence is required.

For further information about Accreditation, visit [www.cmasc.net.au](http://www.cmasc.net.au).

CMASC Accredited Partners  
\$1300 plus GST

Non-Accredited Partners  
\$1800 plus GST

Host Boards are also required to pay all Intern costs as if they were a board member, including travel and accommodation costs, and any costs getting to and from board meetings.

As a benefit to Host Boards, Mentors are invited to attend the Learning and Development sessions with their Intern, and recordings of all sessions are available to supplement Host Boards' Professional Development Program.

## 9. Thank you to our current and former Host Boards



# 10. Next Steps

Are you in?

[Click here to access the Application form for CMASC Accredited Partners](#)



Or scan the QR Code

[Click here to access the Application form for Non-Accredited Partners](#)



Or scan the QR Code

Find out more at [www.theboardinternship.org.au](http://www.theboardinternship.org.au)

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