



Building Future Christian Boards

The
Board
Internship



**Intern
Information Pack**
2025-2026



What is in this pack?

1. Overview of the Program
2. What we are looking for in our Interns
3. Program breakdown
4. Selection and matching process
5. Role of the Intern
6. Role of the Host Board
7. Role of the Mentor
8. Fundraising commitment
9. Current and former Host Boards
10. Next steps



Thank you so much for this incredible experience.

I have learnt so much over the last year, and have already been able to put it all into practice.

Appreciate your efforts in putting this internship together and making it available to us.

Praying God continues to bring the right people into the internship and that it will have a lasting impact on His Kingdom.

Kylie Hofer
2023 Intern
Churches of Christ WA



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 many Christian organisations are ageing 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 our Interns

Young professionals with a commitment to Christ first and foremost, and a desire to live out their faith in practice and with demonstrable integrity and an interest in governance practices

A commitment and willingness to learn and grow through the practical board experience, the mentoring, and the learning and development program. This includes respect for the opportunity being extended to you

Dedication and availability to attend board and other meetings as required by your host board, and prompt completion of allocated tasks for graduation

Openness and maturity to communicate with Host Board, Mentor and The Board Internship Team throughout the program

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 provide Board Mentorship for the Intern throughout the Program

Mentors are chosen carefully and are 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

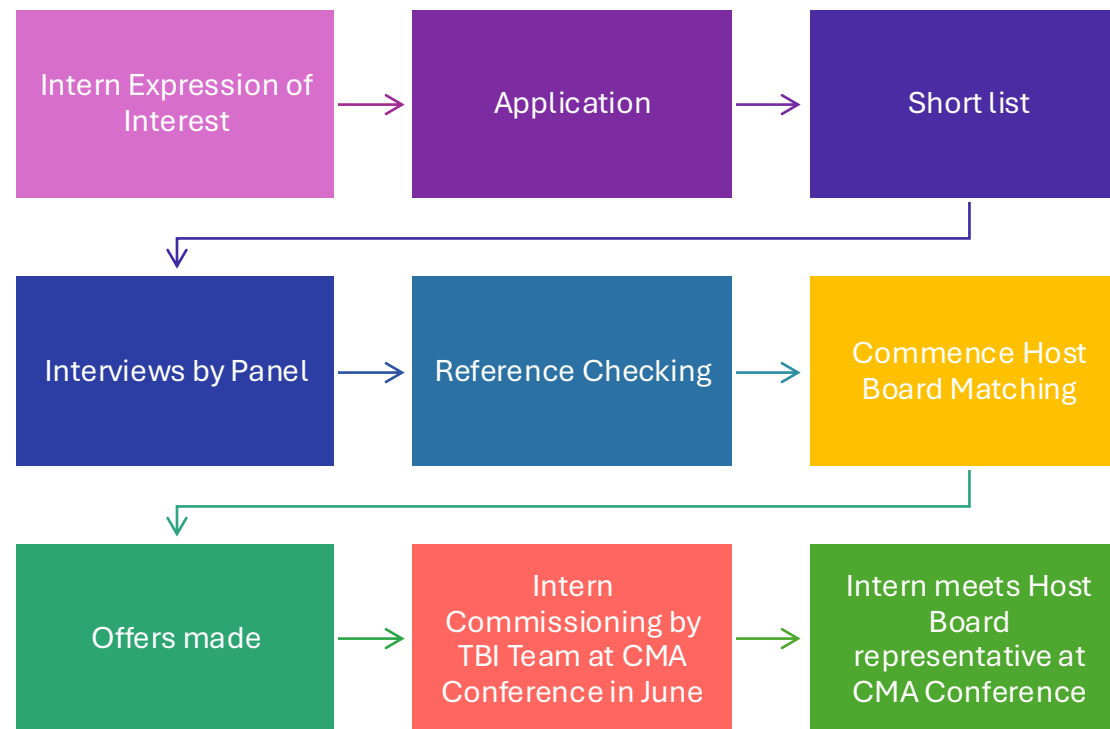
Interns and Mentors are provided support throughout the program in the form of Pastoral Care and ongoing prayer from the TBI Team.

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

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 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 your Mentor
- ✓ Be open and honest with your Mentor about your goals, expectations, challenges, concerns and feedback
- ✓ Attend all Board Meetings for your 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 your Host Board, as you are being exposed to sensitive information
- ✓ Communicate with The Board Internship Administrator if there are challenges that impact your ability to complete the program
- ✓ Actively engage in all aspects of the program, whether set by The Board Internship team or by your 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

6. Role of the Host Board

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

- ✓ Conduct onboarding with their Intern to familiarise them with their Board and organisation
- ✓ Invite their 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 their Intern to sit on committees
- ✓ Provide opportunities for their Intern to attend all events which Board members would ordinarily attend (e.g. AGM, Strategy Day/Weekend, Board dinners)
- ✓ Proactively seek to include their Intern in Board discussions and ask their views on issues
- ✓ Include their Intern in all board meetings and decisions, including sensitive ones, subject to Chair discretion
- ✓ Support their 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 their 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 their Intern
- ✓ Be an ambassador generally for the internship program

7. Role of the Mentor



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 their Intern with the Host Organisation's people, culture, structure, vision, services, programs and financial operations
- ✓ Discuss with their Intern their expectations of the Mentoring relationship and establish clear goals for the internship period
- ✓ Meet face to face with their 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 their 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 their Intern's time and talent to enhance their experience
- ✓ Connect their Intern with relevant people in the Mentor's network and professional events where appropriate
- ✓ Conduct three Performance Evaluations on their 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

8. Fundraising commitment

In order to encourage participation by young professionals, this program is offered to Interns at no charge. Host Boards are asked to pay a fee towards the costs of the overall program

However, Interns are required to engage in a fundraising project to assist in covering program costs, and to gain hands-on experience of encouraging giving for a Kingdom cause. As Board Members it is critical to understand how the organisation is financially resourced to carry out its mission, so this is a key part of the Internship Program

We will provide training and assistance in setting up the Intern donor platform and do require the Interns' commitment to applying their best endeavours to raising a minimum of \$1000 during their internship

Note: Host Boards are 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



9. These are our current and former Host Boards



10. Next Steps

Are you interested?

[Click here to access the Application Form](#)



Or scan the QR Code

Find out more at www.theboardinternship.org.au