



NORTHEAST ALABAMA FCA
INTERN GAME PLAN

To **LEAD, LOVE, TRAIN, and TEACH** all summer
interns by setting an example for all Believers.

ENGAGE | EQUIP | EMPOWER

ADAPTATIONS

This schedule and plan was designed and adjusted over many years by the Northeast Alabama FCA staff. We know that not all areas or states are the same, so we encourage you to use this game plan as a framework for your own area while making it unique to your local campuses and community. We love the creativity of developing summer captain interns who have more responsibilities and the Proverbs 27:17 fellowship events. Take this gameplan and run with it as you engage, equip, and empower student leaders to be bold witnesses for Christ!



DEFINITIONS

POWER LEADERSHIP TRAINING (PLT):

This is an intensive training weekend for high school and middle school students to gather for powerful worship, inspiring speakers, and Christ-centered leadership development.

PROVERBS 27:17 EVENTS:

These are gatherings that happen once or twice a semester for a night of fellowship, worship, and iron sharpening iron for all the local student leadership teams in the area.

SUMMER CAPTAIN INTERNS (SCI):

Summer Captain Interns lead fellow interns and volunteer huddle leaders in daily tasks throughout the summer by displaying the spirit of a foot-washer (John 13). They lead in guiding, serving, and recruiting other interns and huddle leaders for camp.



ENCOURAGEMENT

God has been faithful to use summer interns all across FCA to develop ministry in quality and quantity. If you've never had a summer intern program or you've had one in place for years, we encourage you to read through this plan and ask God to give you clear direction and wisdom in growing your FCA internship ministry.

JAN.

MEET:

- 2 days per month with the Camp Leadership Team

RECRUIT:

- Remind all potential student/parent interest meeting (1st Sunday in Feb.)
- Student Leadership Teams, Coaches, and the CTO Weekend in January.
- Proverbs 27:17 Events
- Family Dinner / Staff meetings
- Email Newsletter



FEB.

MEET:

- 2 days per month with the Camp Leadership Team
- Student/Parent Interest Meeting - 2 hours (1st Sunday of Feb.)

RECRUIT:

- Family Dinner / Staff meetings
- Email Newsletter

INTERVIEWS:

- Interviews begin and are for 45-60 minutes and are done via FaceTime.

MAR.

MEET:

- 2 days per month with the Camp Leadership Team

RECRUIT:

- Family Dinner / Staff Meetings
- Email Newsletter

DECISIONS:

- Interns are chosen and made aware of who is on the Summer Internship Team and they confirm their commitment via text (YES or NO)

APR.

MEET:

- 2 days per month with the Camp Leadership Team

RECRUIT:

- Email Newsletter

INTERN MEETINGS:

- New Interns gather for a fellowship and get to know one another

MAY

MEET:

- 2 days per month with the Camp Leadership Team

RECRUIT:

- Recruit Huddle Leader Assistants for camp via the email newsletter, Huddles, Leadership Teams, and the year end gatherings like banquets.

INTERN MEETINGS + EVENTS:

- 40 hours is the minimum requirement to serve at events and / or in the FCA office.

- Examples:

- The Golf Classic
- The Fundraiser at Panopoly
- Graduation ceremonies (We use these ceremonies as ways to encourage our FCA students and families and we pass out Camp info.)

- The Summer Captain Interns (equivalent to Summer Staff) will gather for a weekend fellowship at Six Flags.

- The Summer Captain Interns also will start a day early before everyone arrives for the Spiritual Bootcamp. This is for engaging, equipping and empowering.

INTERN MEETINGS + EVENTS:

- Spiritual Bootcamp (Intensive training for all the Interns)
- Marshall Co Power Sports Camp
- Madison Co EAST Power Sports Camp
- Student Leadership Advance (SLA) *this is a special time for just interns to be discipled and to learn how to make disciples.

JUN.

INTERN MEETINGS + EVENTS:

- Cullman Co Power Sports Camp
- Madison Co WEST Power Sports Camp
- Power Leadership Training (PLT) Conference for Middle School led by Interns: beautiful picture of disciples making disciples)

JUL.

INTERN MEETINGS + EVENTS:

- Meet 5 days with the Camp Leadership Team
- Power Leadership Training (PLT) Conference for High School (Huddle Leaders are all College Students - also a beautiful picture of disciples making disciples)

AUG.

RECRUIT FOR THE NEXT SUMMER:

- Writing cards
- Touching base over text / phone call
- Praying over / with them
- Plugging them in to opportunities to speak on campuses and community events.



SEP.

MEET:

- Meet 5 days per month with the Camp Leadership Team

RECRUIT FOR THE NEXT SUMMER:

- Family dinner / staff meetings
- Focus on The Student Captain Interns (SCI) for the following Summer
- Identify the Student Captain Interns, recruit, an hour via FaceTime interview
- Email newsletter

OCT.

MEET:

- Meet 2 days per month with the Camp Leadership Team

ANNOUNCE:

- Announce the SCI for the following Summer

RECRUIT FOR THE NEXT SUMMER:

- From current Leadership Teams for the following Summer
- Fields of Faith for the following Summer
- Proverbs 27:17 events which are gatherings (1-2 per semester) of all the Student Leadership Teams in the NE AL area.
- Email newsletter

NOV.

MEET:

- Meet 2 days per month with the Camp Leadership Team

RECRUIT FOR THE NEXT SUMMER:

- Family Dinner / Staff meetings
- Iron Bowl Prayer Breakfast Tour events (3 cities in 3 days in 3 counties)
- The annual Thanksgiving Picture (all the Interns from the previous Summer)
- Email newsletter

DEC.

MEET:

- Meet 2 days per month with the Camp Leadership Team

RECRUIT FOR THE NEXT SUMMER:

- Tom Landry Associates and Friends Dinner and Home Team Celebration
- Intern Reunion Christmas Party
- Email newsletter



EXAMPLE
FACT SHEETS
+
INTERVIEW
FORMS

NORTHEAST ALABAMA FCA INTERNSHIP | FACT SHEET



JOB RESPONSIBILITIES:

To lead, love, train and teach all summer interns by setting an example for all of the Believers (1 Timothy 4:12). All Interns will lead volunteer huddle leaders in daily tasks throughout the summer by displaying the spirit of a foot-washer (John 13). He or she should always be the first to give help to others on the team and last to receive. His or her mentality should be first to arrive and last to leave. All Interns should recruit volunteer huddle leaders for all camps. Interns lead with the campers' hearts and minds always as priority. Captains aren't your direct authority; however, their leadership should be respected and followed. Your supervisor will be Summer Staff and NE AL Staff Members.



SALARY:

*Up to \$1,250 (\$200/WK) for up to ONLY 6 weeks of the summer (A minimum of Spiritual Bootcamp plus two weeks of camp is required.) [*NO FUNDRAISING REQUIRED BY INTERNS*]



LODGING + MEALS:

*ALL lodging needed to serve at camps will be provided plus 2 meals/day at all camps.



TIME OFF

*June 30th-July 4th (UNPAID)

*Up to 5.5 weeks OFF total (UNPAID) during summer



PERK PACKAGE (VALUED OVER \$2,000)

*Sleep in your own bed, yet go on Mission this summer (PRICELESS)

*Attend your team practices/work-outs and still be able to serve on Mission.

(Please submit hours to be pre-approved before May 27th) (PRICELESS)

*CPR Certification (required, and you will be reimbursed up to \$50)

*FCA SPIRIT PACK which includes: 2 t-shirts, Bible, notebook, 3 books, transportation, gas, etc. (\$600 value)

*Serve in Power Leadership Training (PLT) Conference (Middle School July 24-25)

*Attend the High School Power Leadership Training Conference (Aug. 1-2) for FREE (\$150 value)

*All siblings (ages 7-13) can attend Power Sports Camps at NO CHARGE (\$250 value per camp)

*All interns may attend Jekyll Island, GA Student Leadership Advance Camp at NO CHARGE (\$800+ value)

*Serve at MIDDLE SCHOOL PLT (from noon Thursday July 24 - Friday, July 25 @ 10pm) (\$150 to do so)

*Bonuses for working all 4 camps. (\$75 bonus for each camp worked after serving the first 2 required)



REQUIREMENTS + NOTES

*Must attend Spiritual Bootcamp (May 29-June 6)

*Must be rising junior or senior in high school or older

*40 volunteer hours are required to be completed by 8/2/25.

*Each intern must submit an application and participate in an interview.

*The FCA Camp Leadership Team will be selecting all Summer interns.

*LIMITED NUMBER of INTERNS will be SELECTED.



JOB RESPONSIBILITIES:

To lead, love, train and teach all summer interns by setting an example for all of the Believers (1 Timothy 4:12). SCI lead fellow interns and volunteer huddle leaders in daily tasks throughout the summer by displaying the spirit of a foot-washer (John 13). He or she should always be the first to give help to others on the team and last to receive. His or her mentality should be first to arrive and last to leave. SCI should recruit a minimum of 2-3 volunteer huddle leaders per camp and leadership conferences. SCI will lead with the campers' hearts and minds always as priority.



SALARY:

- *Minimum \$275/week for up to 6 weeks and MAX 8 weeks
- *Pay will be increased depending on number of years served with NE AL FCA.
- *NO fundraising required by NE AL FCA Intern Captains.



LODGING + MEALS:

- *ALL lodging will be provided for Captains if approved by Area Directors.
- *Plus 2 meals/day at all camps.



TIME OFF

- *June 29th-July 3rd (UNPAID) plus OPTIONAL June 9-13 OR July 7-11 (UNPAID)
- *Monday, July 20th, 27th, 28th (UNPAID)



PERK PACKAGE (VALUED OVER \$2,000)

- *ALL siblings (ages 7-13) can attend Power Sports Camps at NO CHARGE (\$225 value per person per camp)
- *CPR Certification (required, and you will be reimbursed up to \$50)
- *FCA SPIRIT PACK which includes: t-shirts, Bible, notebook, books, transportation, sunglasses, etc. (\$700 value)
- *Liability Insurance (\$25 value)
- *NE AL FCA Administrative/Staff fee (\$325 value)
- *FCA National Support Center fee (\$300 value)
- *Attend SCI Retreat May 26-27 (\$500 value)



REQUIREMENTS + NOTES

- *Must have completed high school.
- *Must have been an NE AL FCA intern/ambassador.
- *Attend the SCI Retreat May 26-27
- *All SCI are REQUIRED to serve a TOTAL of 12 hours at Panoply (April 24-26) and the Citizens Charity Golf Classic (May 4). If you cannot attend, we will allow a substitute to take your place.
- **ALL OF THE ABOVE ARE REQUIRED UNLESS PRE-APPROVED BY A NE AL FCA DIRECTOR
- Bootcamp May 26-29 and June 1-5
- Marshall County June 8-12
- Madison County East June 15-19
- Madison Count West July 13-17
- HS PLT Conference August 5-8
- *The following Sundays from 2:30-5:30 are required for camp set-up (6/7, 6/14, and 7/12).

NE AL SUMMER CAPTAIN INTERN + INTERN

INTERVIEW FORM:

Confidential - For NE AL FCA Staff Use Only

PRE-INTERVIEW INSTRUCTIONS

- Text the candidate to set up a private, confidential interview. Remind the candidate that this is a professional interview. Ex.: Attire and location all need to be considered.
- Request 60 minutes for a FaceTime call, Zoom or In-Person.

CANDIDATE INFORMATION:

Student Name: _____

Date of Interview: _____

Interviewed by (Staff): _____

PRE-INTERVIEW MATERIALS:

Did you read the pre-interview materials (Community Faith Statement)? YES/NO

If YES > Do you have any questions or concerns about the material?

If NO > Pause interview and reschedule.

INTRODUCTION:

- Introduce yourself.
- Pray for and with the candidate.
- Do you meet the requirements on the Facts Sheet for the SCI position? **YES/NO**
- If not chosen as an SCI, is it your desire to serve in the role of an Intern? **YES/NO**

- The SCI will be held to the highest standards. Each SCI must understand that his or her role is to set an example by loving, leading, training, and teaching (1 Timothy 4:12). The SCI should always be the first to give help to others on the team and the last to receive. The SCI mentality should be first to arrive and last to leave. Do you understand and agree? **YES/NO**
- Do you understand that the SCI is required to recruit 2-3 volunteer huddle leaders, whom you would entrust with your little brother or sister, for each sports camp and PLT conference, in which SCI serves? **YES/NO**
- SCIs must love, lead, train, and teach by utilizing the E3 strategy: Engage, Equip, and Empower. Engage others intentionally, equip others deliberately, and empower others purposefully. Do you understand and agree? **YES/NO**
- Should you be chosen as an SCI, do you agree to serve wholeheartedly in the above capacity, and can you commit to doing so? **YES/NO**

5. Do you understand and agree that SCI should always lead with the campers' hearts and minds as priority? **YES/NO**
6. Do you understand and agree that we are to protect the camper, the FCA staff, the mission of FCA and ultimately the Gospel? **YES/NO**

INTERVIEW QUESTIONS:

1. What church do you actively attend?
2. What is your Pastor's name/College Pastor?
3. How do you serve in your local church?
4. How has your faith been active on campus this year?
5. What is your motivation for serving as an SCI?
6. Why are you a good fit to be an SCI?
7. What do you hope to learn or grow in through the SCI ministry?

RETURNING INTERNS ONLY:

1. How did you apply what you learned last summer?
2. Are you comfortable leading peers in small groups?
3. What was your favorite part of last summer? Greatest challenge?
4. How will you help first-year interns feel included?

CHARACTER + TESTIMONY:

1. Is there anything in your past (legal/personal) that could hurt your testimony as an SCI? **YES/NO**
2. Is there anything in your life or on social media that conflicts with FCA's Core Values (integrity, serving, teamwork, excellence) of conducting yourself in a manner worthy of the Gospel? **YES/NO**

COMMITMENT + AVAILABILITY

1. If chosen to be an SCI, do you know of any of the following dates you cannot attend? If you aren't sure now, speak with your parents and let us know by noon on Wednesday, October 1. NOTE: Once you commit to the dates you will be expected to be present. Any exception would need to be approved by an FCA Director.
 - Attend the SCI Retreat May 26-27
 - All SCI are REQUIRED to serve a total of 12 hours between both Panoply (April 24-26) and the Citizens Charity Golf Classic (May 4). If you cannot attend, we will allow a substitute to take your place.
 - Spiritual Bootcamp May 26-29 and June 1-5
 - Marshall County Power Sports Camp June 8-12
 - Madison County East Power Sports Camp June 15-19
 - Madison County West Power Sports Camp July 13-17
 - High School Power Leadership Training August 5-8
 - The following Sundays from 2:30-5:30 are required for camp set-up (6/7, 6/14, and 7/12). Cullman County Sports Camp and Middle School PLT are optional. However, you will receive compensation if you choose to work.

OPTIONAL: There will be fellowship gatherings periodically between October 1 and May 26.

NOTE: The Student Leadership Advance is very expensive. Due to limited finances SCI will not be paid to attend SLA. All SCI will have the option to attend SLA (approx. cost \$750) at no charge but will be expected to serve as an SCI on the trip and lead where/how needed. Do you understand these expectations? **YES/NO**

2. This is a physically demanding position. Do you have any physical limitations that would prevent you from serving? **YES/NO**

3. Do you understand as an SCI you will be expected to lead and/or assist in a huddle at every camp and/or PLT conference? **YES/NO**

4. Do you understand that we will not tolerate negative talk or attitudes towards staff, each other, or campers? **YES/NO**

5. Do you understand, when given or commanded or asked to do something the only response needed is "yes sir/yes ma'am"? **YES/NO**

RELATIONSHIPS:

If you are in a relationship with someone that also plans to serve as an SCI or as an Intern, we need to know. It is recommended that only one of you choose to serve with us. If you both strongly desire to serve, please note that we will not allow any emotion or behavior that can take place throughout a relationship. If there is any disturbance to your ability to serve wholeheartedly, you both will be asked to no longer be a part. This also applies to anyone who begins a relationship with another SCI or Intern throughout the summer at NE AL FCA. Do you understand? **YES / NO**

RESPECT & CONDUCT STANDARDS

1. If an SCI causes a legitimate, proven complaint from a parent, a camper or an FCA adult volunteer, he/she will potentially lose the privilege of serving at camp for the day, week, or summer.
 - We do this to protect the camp, the camper, you, and the FCA Ministry.
 - Do you understand that IF the proven complaints happen (because this is a job) you can also be terminated, without pay? **(YES/NO)**
 - Do you understand that at no time are you allowed as an SCI to lose your cool, raise your voice, threaten with extra exercises as discipline etc, any camper? **(YES/NO)**
 - As an SCI, do you understand that you are never to contact a parent as you will bring the situation to an FCA Director? **(YES/NO)**
2. Do you have any problem showing respect to staff by addressing them as "Mr.and/or Mrs." or answering them with "Yes Sir or No Sir / Yes Ma'am or No Ma'am"? **(YES/NO)**
3. Do you understand that all adult FCA Staff will be your supervisors this summer? **(YES/NO)**
4. Do you understand you could receive direction from two SCIs, who could be younger than you, serving as Huddle Leader Coordinators at each camp and PLT? **(YES/NO)**
5. Do you have any problem saying "Please" when asking a question? **(YES/NO)**
6. Do you have any problem saying "My Pleasure" instead of "You're Welcome"? **(YES/NO)**
7. Do you understand you have limited use of your cell phone during camp? **(YES/NO)**

8. Do you understand at no point will FCA staff speak to your parents about your employment? **(YES/NO)**
9. For example: tardies, days off, discipline issues, or anything about your employment with FCA. This is all between employees and employers only.
10. Do you understand you, not your parents, must call (not text) if sick, late, or absent? **(YES/NO)**
11. Do you understand, if there is a possibility that you will be out the following day due to sickness or any issue please give us a heads up the night before? **(YES/NO)**
12. Do you understand you do not need to text important information-please call? Leave a voicemail IF an FCA staff member isn't available to talk. **(YES/NO)**
13. Do you understand that being on time is important and you need to be at camp because you are needed there (your position is that important to the success of the camp)? **(YES/NO)**
14. Do you understand that if you are late for camps or any work day there will be discipline given? **(YES/NO)**
15. For the 1st incident there may be some grace given (accidents happen, etc.).
16. For the 2nd incident there will be less grace.
17. For the 3rd incident you will have to speak with FCA Staff and discipline will be given including the possibility that you will not be able to continue as an SCI.
18. Do you understand the camp transportation guidelines (girls with girls, guys with guys)? **(YES/NO)**
19. Do you understand you have to have your own transportation for this position? **(YES/NO)**
20. Do you understand there is no carpooling allowed without permission from FCA Directors? **(YES/NO)**
21. Do you understand that if you travel approximately 30 miles or more one way, plus any miles driven for FCA throughout the day, a gas allowance will be provided for you if you keep a log and turn in your miles? **(YES/NO)**
22. If you choose to serve as an SCI you are choosing a position which is continually engaging, equipping and empowering leaders. SCI will have authority over the summer interns in a professional sense, you will have a role in guiding their spiritual development. They will look up to you and follow your example. This is a great opportunity, but also a heavy responsibility. Are you aware of this responsibility and prepared for this role? **(YES/NO)**

FAITH & UNITY:

- You have read the FCA Community Faith Statement.
- We believe that we will serve over 1500 campers this summer. God has given us much and as His Word says—"to whom much is given, much is expected". It is our NE AL FCA goal to live out Psalm 133:1 this summer. It reads, "How good and pleasant it is when brothers and sisters live together in unity." To reach this goal we need great leadership and teamwork!
- Do you commit to love, lead, train, and teach to help engage, equip, and empower others this summer? **(YES/NO)**

CERTIFICATIONS:

Are you CPR certified? YES/NO

If YES > Expiration date: _____

If NO > Must be completed/renewed by Wednesday, May 27, 2026.

FCA will reimburse you up to \$50. A receipt is required to be submitted for reimbursement.

CLOSING:

- Do you confirm that the answers you provided during this interview reflect your genuine interest and intentions for this position? **YES/NO**
- Do you have any questions? **YES/NO**
- Please keep this information which we will send to you following this interview so that you can refer back as needed. FAQs are often answered here.
- If you have any scheduling conflicts with the required dates, please text the FCA cell phone at (256) 509-3692 by noon on Wednesday, October 1.
- Communication regarding hiring decisions will be sent by noon on Friday, October 3, to those being offered the SCI position.
- If you have not received a text or call by 2:00 PM on Friday, October 3, please contact the FCA cell phone via text or call at (256) 509-3692.
- If you are offered the position you must REPLY with a YES or NO to the text by 9 pm on Sunday, Oct. 5.
- If we do not hear from you by 9 pm on Sunday, Oct. 5 we will assume you are not accepting the position.
- The SCI financial agreement will be sent to you via text by 9 pm Wednesday, October 8.
- Close in prayer.

