

Vision of Hope Intern Job Description

Duties:

- Supervise residents through the normal activities of their day during normal scheduled shifts
- Act as a liaison between residents and Senior Staff
- Intervene in minor crisis situations
- Demonstrate the love of Christ while assisting the residents to understand Biblical authority structures and the benefits of being disciplined

Benefits:

- Excellent experience putting God's word and Biblical Counseling truths into practice in a real environment
- Close proximity to the world class Biblical Counseling training at Faith Church
- Free housing, meals, and access to laundry facilities
- Access to the excellent resources and the experienced staff at Vision of Hope on a daily basis
- Ability to sit in on counseling with the residents and staff in order to practically learn what biblical counseling looks like
- Fun and Fitness Membership at Faith Community Center

Responsibilities:

First 6 months of Internship

- Supervise four consistently scheduled day shifts per week
- Security shifts approximately 1 night shift per week. During the night shift you are expected to sleep unless needed to assist a resident. Security duties include supervising the security system, answering middle of the night phone calls from residents, and acting as a liaison between incidents happening in the house on your shift and the senior staff if needed.
- Supervise Sunday mornings and holidays on a rotating schedule determined at the beginning of the internship.
- Attend weekly intern meetings, totaling approximately ½-1 hours/week
- Attend bi-weekly Personal Supervision, totaling approximately ½-1 hour/bi weekly

Second 6 months of Internship

- Supervise four consistently scheduled day shifts per week
- Act as an assistant for assigned On Duty staff in duties that will enhance your strengths and prepare you for future ministry. These assignments are matched based on your personal goals for future ministry, and they are assigned by intern coordinator after your strengths are assessed in your first 6 months of your initial internship.
- Security shifts approximately 1 night shift per week. During the night shift you are expected to sleep unless needed to assist a resident. Security duties include supervising the security system, answering

middle of the night phone calls from residents, and acting as a liaison between incidents happening in the house on your shift and the senior staff if needed.

- Supervise Sunday mornings on a rotating schedule determined at the beginning of your second 6 months
- Attend weekly Staff and Intern meetings, totaling approximately 2 ½-3 hours/week
- Attend weekly Personal Supervision, totaling approximately ½ -1 hour /bi weekly

After the initial 12 month Internship apprentice opportunities are available by invitation only

- An initial one year commitment is required, with the option to renew in six month increments after that point. If renewal is being requested the intern must prove through a written proposal her objectives for the extension, with the approval of the Intern Coordinator and Staff team.
- If an intern would like extra experience beyond the normal requirements and time commitments of the internship there are a variety of additional opportunities such as job shadowing a specific staff, personally assisting a specific staff, continuing the internship in culturally diverse settings, or volunteering in other capacities. An individualized apprenticeship can be organized upon request for up to an additional 12 months.

Commitments / General Information:

- New interns begin every January and July. The application process takes at least three months and always includes an on-site visit to Vision of Hope. It is our preference to work with interns that desire training for future ministry leadership.
- Because our desire is to work with women desiring future ministry leadership our preference is that interns would not need to work outside of their VOH position. However, we realize there may be a need for gainful employment. In the event that you will be required to work outside of your internship we prefer that it be no more than 15 hours per week. All employment outside of Vision of Hope must be approved by the Intern Coordinator. Work approvals are standardized and take place during the application process. There are many additional training opportunities, and we would like each intern to be able to take advantage of as many as possible during their time with us.
- Interns may attend college / seminary locally or online (at their own expense) or participate in Biblical Counseling training / certification (at their own expense) during their free time. If college credit is desired either during or for the internship, advance arrangements must be made with the Intern Supervisor.
- Two weeks of vacation is provided. These weeks consists of 8 shifts off that reflect their normally scheduled duties. This week can be taken in a two week time period or as 8 separate shifts throughout the year. Consistent with the strong team dynamics that exist at VOH, each intern may be requested to periodically cover shifts for other interns on vacation. Each intern planning to use vacation time must plan to cover other intern's vacation shifts at some point. As such, we require ample notification of vacation requests in order to be able to plan our schedules in a way that shows care for our interns and sensitivity to our resident's needs. There may be times when an intern's vacation request must be denied or reorganized in order to best serve the needs of the ministry.

For more information please contact the Intern Coordinator, Annie Martin at amartin@faithlafayette.org