

Summer Internships with FFWPU USA's Blessing and Family Ministry

Crescentia DeGoede

June 7, 2018

The BFM is a growing ministry, and we're always looking for opportunities for anyone to contribute!

Objective

This internship gives aspiring social service workers and/or counselors the opportunity to gain experience in a non-profit social service environment serving a broad demographic on a national and international scale. Participants who complete the program will gain experience in social research, data collection and management, communications, premarital education, marriage enrichment, parenting and family resources, and support for event planning.

Qualified Participants

- Current college students or new graduates pursuing a career in social services/counseling,
- have a passion for strengthening marriages and families,
- possess strong written and oral communication skills and computer skills,
- great listeners
- practiced at starting up conversations, and have the ability to put others at ease, and draw out responses,
- committed to maintaining confidentiality.

Work & Schedule

Internships are available on a full time and part-time basis. For the majority of the time, Interns will work at the FFWPU Headquarters Office located at 481 8th Ave, New York, NY. Occasionally they may be asked to work off-site. Interns are expected to work Mondays through Fridays, 10:00 AM – 5:00 PM, days depending on full time or part-time status.

Compensation

Full-time interns receive a transportation and lunch stipend of up to \$100 a week to help defray the cost of travel and meal expense. A stipend for part-time interns would be set based on the agreed upon schedule. Each intern is responsible for his/her own room and board. At year-end, interns will receive a 1099 tax form from FFWPU for tax purposes.

Supervision

Interns will work under direct supervision of the BFM Family Care Ministry Coordinator Steve Honey and the BFM Community Liaison Jessica Sattinger.

How to Apply

To apply, send a cover letter introducing yourself and expressing your interest to Crescentia DeGoede at cdegoede@unification.org.

Emergency / Medical/ Dental Information

Interns are required to provide us with emergency contact information and any medical/dental coverage information.

Intern Code of Conduct

Interns must agree to the Intern Code of Conduct and adhere to it throughout the course of their internship.

1. Interns will meet regularly with their supervisor.
2. The intern agrees to maintain a professional demeanor in the workplace (appropriate language, attire, and attitude).
3. The intern understands that they will be outwardly representing the organization at all times during the course of the internship, and act accordingly.
4. The intern commits to performing their daily duties in a professional and timely manner.
5. The intern agrees to respect and commit to the organization's mission statement and goals.
6. The intern agrees to abide by American labor laws and any applicable professional codes of conduct.
7. If the intern has any problems with their work arrangements, they should go through the proper channels to remedy the situation.
 - a. First they should communicate the problem with their Mentor.
 - b. If the problem does not get solved, the intern should communicate the problem to the Mentor's Supervisor.
 - c. Lastly if the problem is still not fully resolved, the intern should communicate the problem to the Director of Human Resources.

TERMINATION OF INTERN/INTERNSHIP:

Potential Interns must agree to the Intern Code of Conduct and adhere to it throughout the course of their internship.

I. Once on board, the decision to terminate an internship is at the discretion of the intern's supervisors. The intern also reserves the right to resign from the internship.

II. Refusal to follow the [Intern Code of Conduct](#) is grounds for immediate termination of an intern's account.