

Overcomer's Center Intern: Focus on assisting with Teaching, Operations, and Case Management/Counseling.

(unpaid)

20-30 hours per week

Additional Hours are allowed but are not required.



JOB DESCRIPTION

This intern will be assisting staff in the following areas: intakes, case management, substitute teaching for classes, operations and management duties, chapels, and other duties as assigned by the supervisor. He will receive experience on all aspects of our program and facility. There may be an option for living on site to get a more immersive experience.

QUALIFICATIONS

1. Must be a disciple of Jesus Christ (view and sign Doctrinal Statement).
2. Excellent written, verbal, and organizational skills.
3. Must be able to prepare and teach various aspects of the curriculum.
4. Must be able to lead a 20-30 minute chapel on a semi-regular basis.
5. Self-starter and independent worker.
6. Must have a valid driver's license and be able and eligible to drive our guests as needed.

OUTLINE

Onboarding / Introductory Tasks

- 1) Must apply and be interviewed and approved by Overcomer director
- 2) Attend a New Employee Orientation (NEO) session
- 3) Review the Miracle Hill website and social media platforms
- 4) Meet with Director and Supervisor to agree on goals, expectations.

Ongoing Tasks Include

1. Teaching, classes and chapels
2. Assist Counselors with case management, running errands, etc.
3. Build relationships with staff and guests
4. Assist with intakes, operational duties, learn and execute policies and procedures

PROFESSIONAL SKILLS YOU WILL ATTAIN

1. Knowledge and aptitude in a Christian approach and philosophy of ministry and recovery
2. Experience in the operations and inner workings of a residential facility
3. Grow in leadership skills

4. How to work confidently as a team member to achieve collective goals
5. Understanding of career opportunities in the non-profit sector
6. Optional: Better understanding of the complex systematic and personal issues of homelessness

INTERNSHIP AGREEMENT: I certify that all information I have provided in order to apply for the internship program through Miracle Hill Ministries is true, complete and correct. I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to immediately discharge me from service, whenever it is discovered. I agree to comply with Miracle Hill policies and procedures and to fulfill my responsibilities as outlined in the internship job description and as required by my college/university. I understand that I am free to resign at any time, with or without prior notice, and Miracle Hill Ministries reserves the same right to terminate my internship at any time, with or without cause and without prior notice. I certify that I have read, fully understand and accept all terms of the Miracle Hill Ministries Internship Agreement.

Intern Signature _____

Miracle Hill Ministries Supervisor Signature _____

Date _____