



2020/2021

### Summer Intern Job Description

While serving as a summer intern, you will support the staff in duties managing the daily operation of the ministry, playing a support role with short-term teams and other reasonable tasks as requested. During your summer of service, you will perform various **support** and **ministerial** roles including, but not limited to:

- Missionary Staff Support
  - Shadow the staff & missionaries in their work and participate, as requested
  - Provide assistance to staff & missionary families
  - Participate in activities unrelated to short-term teams (i.e. camps, special events in ministry communities)
- Short-Term Team Support
  - Prepare mission teams for the day
  - Prepare for and/or lead projects
  - Help mission team members engage with projects and nationals throughout the day
  - Prioritize and develop relationships by showing compassion, using active listening skills, being socially perceptive, and encouraging team members and staff
  - Provide translation (if applicable)
- Guest House Hospitality
  - Support food service staff (i.e. meal preparation, meal clean-up, wash dishes)
  - Cleaning the Guest House after short-term team's departure
  - Aide in maintaining the general cleanliness of the Guest House during short-term teams
- Bible Study & Personal Devotion Time
- Participation in Weekly Missiology Training & Bible Study Groups
- Cultural Participation & Spanish Language Acquisition
- Giving Testimony & Purposeful Ministerial Interaction with Short-Term Teams
- Work Independently and In Groups
- Completing college or university requirements (as applicable)

**Being a summer intern and spending multiple weeks in another country requires a certain level of maturity.** We ask that our interns have a clear understanding and a commitment to [Project Mañana's mission](#), as found on our website.

Interns should:

- Clearly express a calling to serve in an international mission field
- Display leadership skills and personal maturity
- Display a spirit of strong stewardship (time, talent and resources), flexibility, teamwork, and a passion for learning
- Understand and be sensitive to those of other cultures, personalities, and skills
- Demonstrate high reliability through timeliness and execution of responsibilities
- Be proactive and demonstrate resilience by adapting to a constantly changing environment and schedule
- Demonstrate good judgment and discernment in decision making
- Handle conflict in an honoring and truthful manner



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This job description is intended to convey essential information about the scope and requirements of the position. It's not intended to be an exhaustive list of qualifications, skills, duties or responsibilities associated with the role. Interns may be assigned tasks other than those specifically listed in this description in order to further the goals of the organization. Interns should also understand that they may be asked to perform appropriate tasks unrelated to short-term teams or to a main activity taking place. **The role of a summer intern is to support the full-time staff of Project Mañana, not to have the staff cater to the desires of the summer intern.**

**Remember**, the application process for our summer internship program begins in October, with **applications DUE by November 15<sup>th</sup>**, and decisions made by early December. Please review this job description as it contains a general understanding of the **requirements for summer interns**. Also, visit our website to download the [internship application](#) which includes time and financial commitments, and provides a **general overview of Project Mañana** as a ministry.

If you believe serving with Project Mañana would be a good fit for your skills and interests, then we encourage you to complete the application and send your information to [info@projectmanana.org](mailto:info@projectmanana.org).

We genuinely feel that a summer spent with Project Mañana in the Dominican Republic will be one of growth, new experiences, and a chance to make an impact today for an eternal tomorrow. We look forward to receiving your application and if you have questions, please feel free to contact us.

God bless,

Marissa Dove  
Intern Program Manager