



Emanuel Lutheran Church

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About ELC Internships

Emanuel Lutheran Church offers internship opportunities relevant to the church's outreach and mission programs. With fall and spring semester opportunities, professional work experience helps students fulfill requirements, as well as learn in a hands-on environment. Ideally suited to high school juniors and seniors, experience gained from ELC internships round out college and scholarship applications with community involvement, while expanding knowledge and skills in operations, marketing, education, public relations, and advertising for a nonprofit organization.

What You'll Receive

1. **Coaching**- Every intern is matched with a mentor/coach. All ELC mentors are members of either the Mission team or church council. Depending on a mutually agreeable schedule, mentors are available to set expectations, provide direction, answer questions and be a general support during the internship.
2. **Experience**- Develop real-world experience and leadership skills that you'll need for the next stage of your life. In a welcoming, spiritual environment, you'll receive hands-on training while serving alongside experienced church staff and ministry leaders.
3. **Acknowledgement** - Whether you are interested in vocational ministry, or other chosen field TBD, you will receive a professional letter of recommendation to aid in your pursuit of a career or degree. Demonstrated community experience is highly valued and important to both employers and universities. Letters are awarded based on mentor approval of adequate completion of responsibilities in the assigned role.

Title: Community Outreach Intern

Tasks May Include:

- Fostering positive relationships with local businesses
- Distributing church marketing materials in the community
- Working alongside Emanuel's Closet Thrift Store volunteers to support the community
- Involvement in the coordination of community related church events (e.g. Harvest Fair, Christmas concert, Theatre Program, Cathedral in the Night etc.)
- Researching best practices for church community outreach campaigns
- Documenting procedures and tips in an operational manual
- Answering frequently asked questions about the church and its mission
- Additional administrative support as needed

Recommended Attributes

- Strong interest in community development
- Excellent communication skills (in person and written)
- Proven self-starter and desire to take initiative
- Confident personality with the motivation to achieve results
- Strong attention to detail
- Punctual and dependable

Commitment

- Interns commit to a three-to-six-month period, for 2- 5 hours per week (depending on church events and general calendar)
- Attendance at a minimum of one Mission Team meeting during the internship period
- Attendance at a minimum of one LIPPY (Lutheran Inter-Parish Youth group of Central Mass) social event
- Meetings with Mentor as scheduled
- Reliable transportation
- Availability to assist (as mutually agreed) with special events as necessary

Applicants from all denominations are welcome. We value diversity and encourage candidates from varied backgrounds to apply.

To apply for this internship, please email a cover letter explaining your interest and what you will bring to the internship role to emanuellutheran@aol.com