**Galveston Urban Ministries Intern Application**

Christian students or adults 19 years of age or older, who desire to experience ministry among the poor and marginalized, are welcome to apply for an internship. *(There are also regular volunteer opportunities for those who would like to help and serve without the extra responsibilities of the internship. Contact us if this is a better fit for you at this time.)*

**References**

Letters of reference (form attached in email) are to be sent directly from the reference to our office. Please provide two references who have known you at least one year. Please email to Candis@galvestonurbanministries.org.

1. Pastor or spiritual mentor
2. Reference of your choice

**Personal Information**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_

Phone Number (\_\_\_\_\_\_)-\_\_\_\_\_\_-\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Interested in Internship For**

(circle) SUMMER/ FALL/ SPRING Year \_\_\_\_\_\_\_. If this is for academic credit, please provide course or area of study: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Emergency Contact Information**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number (\_\_\_\_\_\_)-\_\_\_\_\_\_-\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Medical Information**

Please list any medical conditions, including food or drug allergies: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

List any medications taken regularly, reason for taking them, and any side effects: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of last Tetanus shot (must be within last ten years) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Anything else we should know? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Profile Information**

Church Affiliation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City/State \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Church Involvement \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Years \_\_\_\_\_\_\_\_\_\_\_\_\_

College Attending \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City/State \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School Classification \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (at time of internship)

College Major \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Degree Pursuing \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How did you hear about Galveston Urban Ministries? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How did you hear about this internship? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you currently certified in CPR, AED, or any other kind of First Aid? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Employment/Volunteer History**

Location \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Start Date \_\_\_/\_\_\_/\_\_\_\_\_ End Date \_\_\_/\_\_\_/\_\_\_\_

Position & Responsibilities \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Start Date \_\_\_/\_\_\_/\_\_\_\_\_ End Date \_\_\_/\_\_\_/\_\_\_\_

Position & Responsibilities \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Start Date \_\_\_/\_\_\_/\_\_\_\_\_ End Date \_\_\_/\_\_\_/\_\_\_\_

Position & Responsibilities \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Relationships**

Does your family support your decision to apply for the internship? (YES/ NO)

List any concerns: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are there current issues in your family that will potentially impact you emotionally, mentally, physically, etc. during your internship? (YES/NO)

Please explain: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you currently in a dating relationship with anyone? (YES/NO)

If YES, which best describes your commitment level (Casual, Steady, Engaged)

Are there current issues in your relationship that will potentially impact you emotionally, mentally, etc. during your internship? (YES/NO)

Please explain: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Will this person be in the Galveston area during the internship? (YES/NO)

Is this person supportive of your decision to apply for the internship? (YES/NO)

List any concerns: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If NO, would you be willing to delay beginning a new relationship until after the internship is completed? (YES/NO)

What else, if anything, would you like us to know about you? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**In-Depth Information** (use back if needed)

Briefly describe your faith journey and your personal relationship with Christ. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Briefly describe your past involvement in Christian service. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Why do you want to be a part of Galveston Urban Ministries’ internship program? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Describe some situations where you have been a team leader and a team member. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Regarding roles of team leader and team member, which role do you feel most comfortable in, and why?

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Which role would you like to grow in during this internship? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Briefly describe your strengths and weaknesses and how they might affect your work with Galveston Urban Ministries. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Describe a failure or difficulty that you have experienced and what you learned from going through it. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Describe how you handle personal conflict between you and other people. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Have you lived in a racially diverse, low-income neighborhood before? (YES/NO)

If so, where and how long? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Interns are encouraged (required in some cases) to live in our neighborhood, and to seek out opportunities to build relationships with program participants, neighbors, staff and other interns outside of program hours. What are your concerns or comments about this “immersion” approach? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Galveston Urban Ministries Intern Covenant**

Galveston Urban Ministries exists as an organization to glorify Jesus Christ as Lord and Savior over His creation and to compassionately communicate His gospel to the unchurched in Galveston and the world. As ministers of that Gospel, those who are associated with Galveston Urban Ministries are expected to uphold the name of Christ in both word and deed. Therefore, we ask that you consider the following, and sign below only after agreeing to make every effort to abide by the guidelines set forth.

* I will commit to seeking God’s wisdom regarding applying to become a Galveston Urban Ministries intern.
* I will commit to praying for other applicants during the application process.
* I will commit to praying for the intern selection committee during the application process. · I will endeavor to glorify Jesus Christ in all that I say and do during my internship.
* I will abide by the policies and procedures set forth in the Galveston Urban Ministries volunteer manual.
* I will seek to resolve conflict with fellow laborers in a way that honors both them and God.
* I will seek to be emotionally available to participants, peers and supervisors during the learning process.
* I will seek to deepen my faith during my internship and will ask for help when faced with struggles.
* I will have as much fun as I possibly can. I agree to the above statements, and will in every way I can abide by them.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_\_\_

**Intern General Job Description & Expectations**

**Intern Will:**

1. Volunteer at least 40 hours per week, except for designated days off, in the various programs and ministries of Galveston Urban Ministries.
2. Attend scheduled staff, intern, and supervisory meetings. Meetings may include open discussions, personal dilemmas, challenges, etc. Interns are expected to approach this time with a learning attitude.
3. Read assigned books, articles, and do any assigned research.
4. Seek to build cross culture relationships during and outside of volunteer work assignments.

**Days Off:**

1. Every attempt will be made to schedule each intern with two full days a week in which they are free not to be present at any programs or ministries. Although a specific day will be designated, schedules may periodically require change. The workday will vary for each intern as Galveston Urban Ministries program schedules vary between the early morning, day time, evening, and weekend hours.
2. Interns are allowed one vacation day off for each full month worked (2 days for summer interns). Request of that day should be made in writing at least two weeks in advance. Approval or disapproval will be given within 72 hours. On weeks where seven days of full time work are required, the Director or Intern Supervisor will provide additional days off to offset some of the extra requirements.
3. Sick days and family emergency leave are negotiable. If an inordinate amount of time is used, termination may be required.

**Responsibilities:**

Interns may be expected to work in all programs or activities of Galveston Urban Ministries. However, general assignments will dictate a significant amount of intern time.

*I agree to the above expectations and requirements.*

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_\_\_