Refugee Resettlement Internship: Cultural Orientation

POSITION TITLE: CO (Cultural Orientation) Intern  
DURATION: 1 Semester

INTERNSHIP: Unpaid/volunteer  
DESIRED START DATE: January 9, 2017

COMMITMENT: Minimum of 16 hours/week, including every Wednesday and Friday from 9 am – 1 pm

BACKGROUND: Working in collaboration with the U.S. Department of State and Episcopal Migration Ministries, IRM-W resettles 100+ refugees in Wilmington each year. IRM-W staff provide core services for all new arrivals, such as initial housing, furnishings, food, medical appointments, and school enrollments. The goal is to help refugees transition to self-sufficiency as soon as possible.

All newly-arrived refugees attend a series of Cultural Orientation (CO) workshops and related programming. CO is geared towards adult refugees and group size and composition with vary in terms of age, ethnicity, native language, and past experience with CO topics. The CO Intern will facilitate or co-facilitate CO workshops on Wednesday mornings, lead community field trips on Friday mornings, and assist with all logistics related to CO programming.

RESPONSIBILITIES:

• Facilitate (or co-facilitate) weekly Cultural Orientation workshops for newly-arrived refugees, using a pre-existing curriculum.
• Oversee all logistics for CO workshops, such as preparing materials, scheduling interpreters, setting up the classroom space, transporting clients to and from workshops, and completing required documentation.
• Plan and lead weekly field trips. Extend clients’ learning from the classroom-based CO workshops to the field by facilitating trips in the community that enhance refugees’ understanding of CO topics (e.g. visiting the fire station, the pharmacy, or an ethnic grocery store).
• Other relevant duties as assigned.

BENEFITS/LEARNING OBJECTIVES:

• Gain hands-on experience with, and knowledge of, the refugee resettlement process. Learning may include the processes and standards of U.S. refugee resettlement; challenges faced by newly-arriving refugees; cultural experience with people from a wide variety of backgrounds; and public programs and services available in the Wilmington community.
• Enhance cross-cultural communication skills.
• Gain professional experience with a nonprofit organization. Interns are an integral part of IRM-W and are treated as an extension of staff. Interns will gain transferable skills that can be utilized in any nonprofit environment.

REQUIREMENTS:

• Experience teaching or training preferred but not required
• Ability to work effectively with volunteers, staff, and clients in a cross-cultural, team-based environment
• Strong organizational skills and attention to detail
• Commitment to client confidentiality
• Ability to work proactively with minimal supervision
• Excellent intercultural communication skills; prior experience working with diverse populations and non-English speakers preferred
• Available to work at least 16 hours/week, including every Wednesday and Friday from 9 am – 1 pm
• Must be able to clear the required background check
• Must have access to a reliable personal vehicle
• UNC-W students in a related field of study are encouraged to apply (IRM-W will work with your department to fulfill internship requirements)

TO APPLY: Send resume and letter of interest to:

Sara Pascal, MSW
Sub-Office Coordinator

spascal@helpingrefugees.org