



INTERNSHIP TRACK DESCRIPTION

Title: U.S. Program Intern
Division: Program

Working Group: U.S. Program
Reports to: U.S. Program Resource Manager

General Track Description

The U.S. Program Intern will work closely with smaller working groups within the U.S. Program Team: Church Engagement, Community Care, Field Teams, and Volunteer Engagement. The U.S. Program Intern should have an interest in the faith-based ministry of Convoy of Hope and will be invited to attend chapel services and prayer.

Desired Learning Outcomes

1. Students will appropriately define poverty and identify strategies to alleviate poverty and eliminate hopelessness.
2. Students will effectively communicate with a team and in interdisciplinary contexts.
3. Students will understand the importance of Asset Based Community Development and be able to perform Asset Based Community Assessments.
4. Students will gain experience in nonprofit humanitarian work.
5. Students will recognize and demonstrate insightful, strategic compassion.
6. Students will advocate for the vulnerable, the poor, and the suffering.

Essential Duties & Responsibilities

1. Researches demographics in Convoy of Hope event cities and Field Team locations
2. Attends and participates in weekly team (staff) meetings
3. Assists with preparation for community events and engagements
4. Studies and learns concepts related to community transformation
5. Contacts partners to gather information, including stats, stories, and feedback
6. Participates in selected team leader trainings or calls with local church leaders
7. Tours local partner ministries
8. Assists with special projects as assigned by the U.S. Program teams

Knowledge, Skills & Abilities

1. Strong academic record
2. Excellent problem-solving skills
3. Strong attention to detail
4. Proficiency with computers
5. Excellent verbal and written communication skills
6. Ability to work collaboratively in a team environment
7. Positive attitude and willingness to learn
8. Positively represents the ministry of Convoy of Hope, including its mission statement and core values, to all outside constituencies

Possible Projects Associated With This Track

1. Serve with a registered Field Team
2. City research project – Community Events and Field Teams
3. Other optional Convoy of Hope volunteer opportunities, e.g., Hope Crew and Community Care



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This is a non-paid internship position. The U.S. Program Intern will work closely with the Community Events, Field Teams, Rural Initiatives, Volunteer Engagement, and other U.S. Program working groups to gain valuable experience. This internship will provide an opportunity for the candidate to learn and apply the principles and best practices of community engagement in a real-world setting.

Semesters Available: FA, SP, SU

Updated: 06/2025