Candler School of Theology
Application for Advanced Summer Ministry Internship
in Congregational Leadership 2020
(CE545R)

Hi Hope Center
Lawrenceville, GA
https://hihopecenter.org/

Description

The mission of Hi-Hope Service Center is to provide quality services that empower adults with intellectual and developmental disabilities to define and live a meaningful life. Hi-Hope is a 60 year old Gwinnett County based nonprofit with a $5M operating budget and a staff of 120. Weekday programs focus on opportunities for lifelong learning, recreation and leisure, social engagement and community volunteering. In this setting, a well-developed personal communication program ensures that those whose expressive language skills are limited have access to assistive technology to support safety, the making of choices and building relationships. Hi-Hope’s residential program is comprised of five group homes nestled in neighborhoods throughout Gwinnett. Round the clock staff provide assistance with activities of daily living and ensure residents have the opportunity to be connected to their communities. Hi-Hope’s employment program supports persons interested in obtaining employment in competitive jobs in their community. Hi-Hope also provides behavior and nursing services to identified individuals.

Summer Intern Position

The Summer Intern position will give the student a range of opportunities to engage with individuals and staff in Hi-Hope’s weekday, residential and employment programs. A student’s past work experience, professional skills and training will be considered when determining specific tasks the intern may be assigned. Possible tasks include:

- Planning and conducting small group activities for day program participants.
- Identifying, vetting and facilitating volunteer opportunities in the community for interested program participants.
- Assisting group home staff with the identification and facilitation of local community engagement opportunities.
- Supporting job developers and coaches in assisting individuals in finding and maintaining jobs.
- Serving as a chaplain during times of grief; assisting with the development of memorial services for individuals who have passed.
- Assisting the development department with identification and engagement of donors/sponsors/volunteers.
- Collaborating with the Human Resource department to plan and implement employee support/recognition/morale building activities.
Attending leadership team, board, and family board meetings.

Identified tasks related to finance, quality assurance, admissions and marketing which will give the student opportunities to contribute to and understand the business model and state regulatory environment in which Hi-Hope operates.

Other identified tasks for which the student may be uniquely qualified due to education and past work experience.

Interested students may contact:

Susan Boland Butts, CEO
sbolandbutts@hihopecenter.org
404-777-9410

Eligibility

Students who have successfully completed all of the requirements for Contextual Education I and are returning to Candler are eligible to participate. Students on academic probation or who have a hold on their Candler financial account are not eligible. Students participating in other summer programs at Candler or other outside settings are not eligible. Participants’ full time and attention must be given to the forty hours per week for ten weeks.

Requirements:

1. Serve forty (40) hours a week in a supervised parish ministry setting for ten weeks during the summer.
2. Participate in a two-day orientation seminar to be held May 18-19, 2020 and a reflection seminar to be held during August (term), August 10-14, 2020.
3. Participate in an online reflection group throughout the summer semester.
4. Participate in weekly meetings with a Ministry Internship Supervisor at your church. Complete readings and written assignments as directed by the Faculty Internship Supervisor.

Participating Students will receive:

1. An $9000 grant will be awarded as follows only upon successful completion of the program: $3000 following the May orientation, $3000 for the Fall 2020 semester and $3000 for the Spring 2021 semester.

   Please Note: (If a student is within $2,999 of the maximum threshold for scholarships and loans for the 2019-2020 academic year ($49,328) their summer stipend will be processed as a taxable payroll check which will require the submission of a W-9 and direct deposit request form.

2. Three academic credit hours that will count towards the Fall 2020 semester.
3. The opportunity for deeper formation in the practice of ministry.
4. On-site supervision and mentoring and intentional reflection group experience.

Application Instructions:

1. Write a 1-2 page essay on why you have chosen to apply for this internship, your vocational goals, your particular skills for ministry or the things you would like to practice/experience, the specific issues of ministry that you intend to explore, and how this will deepen your leadership ability. (Essays should be written in 12-point Times New Roman font, double-spaced with 1” margins on all four sides).
2. Submit your essay along with your resume no later than 4:00 p.m., February 28, 2020 to Carmen Toussaint in the Office of Contextual Education at carmen.toussaint@emory.edu.
3. Applicants will be contacted by congregational leadership as a part of the process of selection. Interviews will be conducted beginning early March 2020.
4. Questions may be directed to Carmen Toussaint, Senior Program Coordinator, Office of Contextual Education. If you need to meet with Dr. Elliott, Director of Internships, please email carmen.toussaint@emory.edu to set up an appointment.