



## Charleston Habitat for Humanity® Church Relations Internship Position

Charleston Habitat for Humanity (CHFH) seeks to create new relationships and partnerships with more churches and ministries in the cities of Charleston and North Charleston. We are a 501©3 non-profit organization, an independent affiliate of Habitat for Humanity International that works in partnership with God and people everywhere, from all walks of life, to develop communities with people in need by building and renovating houses so that there are decent houses in decent communities in which every person can experience God's love and can live and grow into all that God intends.

The church and CHFH are natural partners – each seeking to serve God by serving those in need. We can accomplish and serve so many more families if we work together. CHFH seeks an outgoing and dynamic Church Relations Intern to help fulfill the following objective:

**Objective:** The Church Relations Intern will work in partnership with our Volunteer Coordinator and other CHFH staff to create new relationships and partnerships with the 450 churches that exist in our service area.

### Responsibilities:

- Research the infrastructure of the differing church denominations and identify pastors and local missions leaders within the church. Also research "Church Relations" programs at other Habitat affiliates around the U.S.
- Schedule meetings and speaking engagements with church leaders and congregations to share Habitat's mission and request their partnership.
- Engage these faith communities within all aspects of CHFH's volunteer and sponsorship programs.
- Identify and target 12 churches to set up an "Apostles Build" project – where 12 churches partner with one another to fund and build one home build per year.
- Establish a "Church Relations" or "Building on Faith" committee where liaisons from all partner churches meet to discuss continual involvement with the mission of CHFH
- Plan events such as on-site prayer services and pastors breakfasts to engage not only churches, but the communities in which we build as well as all CHFH partners with the Christian foundation and ministry of CHFH.

### Qualifications/Requirements:

- College junior or senior – Ideally for those planning to go into full-time Christian ministry
- Must have own transportation
- Minimum B average (80%)
- Proficiency in Microsoft Word and internet research
- Outgoing personality with excellent speaking skills
- Some knowledge of the Bible as well as someone actively involved in a church is preferred
- Familiarity and/or experience with Habitat for Humanity is preferred

### Schedule/Time Commitment: *(can be modified to work with school requirements and schedule)*

- For fall or spring positions: 125 hours (averages at 16 weeks at 8 hours/week)
- For summer positions: 200 hours (20 hours a week for 10 weeks)
- A flexible schedule will be based on goals set at beginning of internship

**Additional Information:** Weekly scheduling if flexible with personal class schedules and commitments. Computer, desk, and office supplies will be provided at the CHFH office at 731 Meeting Street. This internship is unpaid, but we will provide documentation for school credit. By participating in the internship, you can experience a career in the non-profit business world and gain valuable skills for any future job.

**How to Apply:** Email resumes to [laurel@charlestonhabitat.org](mailto:laurel@charlestonhabitat.org). Include 200 words on why you would like to work as an intern with Charleston Habitat for Humanity in the body of the email. If we feel your qualifications align with our criteria, we will contact you for an interview.