

**CWS-LANCASTER**

INTERNSHIPS

**CWS- Lancaster serves the refugee and immigrant communities of Central Pennsylvania.** Through hard work and a long-term commitment of support, people who once had no hope are discovering the means of transforming their lives. We work hand-in-hand with caring churches, organizations and individuals to provide help and homes to refugees, and work to build a hospitable community in the United States for uprooted people so that they can fashion a better future.

**Position:** Refugee Resettlement Intern

**Reports to:** Resettlement Program Coordinator

**Hours and Length:** 25-40 hours/week for one or more semesters, or 10-12 weeks per summer term

**Basic Intern Responsibilities:**

* Assist case managers in preparing for new arrivals, including securing appropriate housing and donations, moving furniture into apartments (once a week), and airport reception
* Assist case managers to provide newly arriving refugees with initial resettlement services, orientation, and intake, including securing medical appointments, school enrollment, ESL referrals, welfare benefits, etc.
* Conduct home visits in various Lancaster City neighborhoods in conjunction with case managers
* Assist case managers to complete reports for the Resettlement Program
* Coordinate with translators to provide culturally competent services

**Qualifications:**

* Social Work or International Studies majors preferred, other majors considered
* Junior or Senior undergraduate or Post-Graduate students preferred; other undergraduate students considered
* Outgoing, enthusiastic personality; comfortable working with diverse populations
* Excellent communication and writing skills
* Creativity and initiative to follow through on projects
* Ability to work independently and be a self-starter
* Cultural competency and strong desire to work in a cross-cultural environment
* Knowledge and interest in refugees and refugee concerns
* 21 years of age to meet CWS driver requirements
* Language proficiency to include English plus Spanish or a Refugee language

**Applying Instructions:** To apply, please complete an internship application and send it with your resume and a cover letter to [rgarver@cwsglobal.org](mailto:rgarver@cwsglobal.org). Please add the position title in the subject line of the email. Applications will be accepted on a rolling basis.