



CWS-LANCASTER

Refugee Cultural Orientation Intern

CWS- Lancaster serves the refugee and immigrant communities of Central Pennsylvania. We work together with faith groups, 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 Cultural Orientation Intern

Reports to: Resettlement Program Supervisor

Hours and Length: Minimum 16 hours/week for one or more semesters, or 10-12 weeks per summer session; Minimum 5-hour time blocks per day. Preferred availability Friday mornings for staff meeting.

Basic Intern Responsibilities:

- Work with translators to conduct weekly cultural orientation classes on housekeeping and food safety, personal hygiene, education, finances, medical system, and employment for most-vulnerable refugee arrivals
- Assist the Cultural Orientation Facilitator with research, lesson planning, gathering materials, and coordinating cultural orientation classes for recently resettled, vulnerable refugee groups
- Coordinate with service providers and guest speakers to present to classes
- Assist Cultural Orientation Facilitator with reporting and data gathering

Qualifications:

- Education, International Studies, or Social Work majors preferred; other majors considered
- Junior/Senior Undergraduate or Post-Graduate students preferred; other undergraduate students considered
- Outgoing, enthusiastic personality
- Comfortable teaching/assisting classes, working with various translators, diverse populations, and cultures
- Excellent communication and writing skills
- Creativity and initiative to follow through on projects
- Ability to work independently and be a self-starter
- Strong desire to help people and work in a cross-cultural environment
- Experience teaching or tutoring is preferred but not required
- Language proficiency to include English plus Spanish or a Refugee language (preferred but not required)
- Students may receive course credit for the internship. Students seeking this option should inquire with their academic advisor. We will work with the student and college advisor on achieving desired learning outcomes and completing required paperwork.

Availability:

- CWS's Cultural Orientation classes take place from 10 am – 1 pm, Monday – Thursday at a nearby church or remotely via ZOOM and WhatsApp

- The CO Intern must be available at least 3 class times per week, including time for preparation and tear down, i.e. 9 am – 2 pm, Monday – Thursday.

Applying Instructions: Send cover letter and resume to gsnader@cwsglobal.org. Please state semester of preference. Applications will be accepted on a rolling basis.

Note: Any applicant selected for the internship is required to have a university agreement from your current or former university or educational institution that indicates the internship would be related to your education or studies.