



## MINISTRIES OF JESUS

HOPE, HEALING, & COMPASSION FOR SPIRIT, SOUL, & BODY

### **Social Services Internship**

Job Title: Social Services Intern  
Department: Social Services  
Reports to: Social Services Director

#### Qualifications:

- Must have completed coursework set forth by your respective university in a Masters level degree focused on social services related program
- Must be available for minimum 1 semester
- Bilingual skills helpful but not required
- Must be a baptized believer after salvation in Jesus Christ
- Must have compassion and desire to minister to those in need
- Must feel comfortable talking, praying, and relating to people of diverse backgrounds and beliefs
- Must have character, integrity, and be above reproach in all areas of conduct and life, including the ability to maintain confidentiality inside and outside of MOJ
- Must be flexible as schedules and services are always evolving
- Must affirm the MOJ Core Values and Statement of Faith

#### Job Summary:

- Access needs by helping clients complete the Social Services assessment form
- Based on the assessment, be able to meet with the individual/family to develop a plan of action to meet the clients needs
- Connect clients to resources in the community and conduct follow-up phone calls as needed
- Help clients fill out various forms of paperwork/financial aid applications for services outside MOJ
- Complete training and/or attend required meetings
- Help clients fill out appropriate paperwork
- Help with research and maintain in-house resource directory
- Encourage clients to develop a sense of self-worth and develop skills of self-sufficiency through Christ
- Share the gospel and pray with clients as led by the Holy Spirit

#### Expectations:

- Learn steps to address general social issues across a broad range of clients such as poverty, homelessness, isolation, illiteracy, immigration, depression, anxiety, and stress
- Begin to develop an understanding of advocacy/case management for the most vulnerable people in society
- Keep clients safe and take action/speak up, as necessary
- Stay abreast to the requirements of your university and the State of Oklahoma as indicated by the most up to date Acts and Regulations
- Maintain your own hourly calculations to meet your coursework needs
- Foster a relationship with counselors, nurses, doctors, volunteers, and MOJ staff
- Familiarize self with the various ministry departments within MOJ
- Familiarize self with the various social service agencies in the community
- Attend MOJ staff meetings and departmental meetings when applicable
- Highly encouraged to bring forth ideas and/or make suggestions for improvement in the area of Social Services at MOJ

#### Skills & Personality:

The social services intern must be a committed and mature Christian who sees the position as a ministry. This individual should be a team player with an orientation toward ministry and people. The social services intern should have excellent communication, management, and organization skills. Loyalty, honesty, and confidentiality are essential.