



**Position Title:** Vision & Call Communications Intern

## **About Us**

At JVC Northwest, we co-create our movement for social and ecological justice by building relationships, placing and supporting Jesuit Volunteers, and sharing stories that illustrate our mission. We are guided by our core values: spirituality, community, simple living, and social & ecological justice. Our team is committed to living out these values in a variety of ways.

## **Position Overview**

As the Vision & Call Communications Intern, you'll have the opportunity to work with our staff to connect with our larger community and shape our narrative. The Communications intern will work alongside an advisor to develop & execute fundraising strategies, create materials for social media and email communications, and design a project throughout the internship. This experience will be apprenticeship style, at 30 hours per week on average, with some events throughout the year. The type of project and content will be matched to the intern's skills, gifts, and experience.

There will be time built into the internship to reflect on vocational discernment. An important part of this internship is not only what you bring, but how JVC Northwest can guide interns to intentionally think about their passions, enjoyments, and talents and how those can be combined into a vocation.

Interns will receive a stipend of \$1,750 per month (plus a housing stipend) for the ten-month internship.

## **Key Responsibilities**

- **Technical Media:** Gain hands-on experience with web design, video production, graphic design, and other technical aspects of communication.
- **Fundraising Support:** Assist in the creation and execution of fundraising strategies, campaigns, and donor communications.
- **Content Creation:** Design and develop content for social media, email newsletters, and other digital platforms.

- **Recruitment Efforts:** Collaborate with JVC National and the recruitment team on digital organizing efforts, including content creation and outreach to potential candidates.
- **Project Design:** Develop a personal project that aligns with your skills and the organization's mission, to be completed during the internship.

## What We are looking for

We are seeking a creative-thinking, team-oriented storyteller who is willing to learn, grow, and try new things. Good candidates will have facility with some technical aspects of communication like:

- Web design
- Video production
- Social media
- Graphic design
- Writing

You do not need to be an expert—what matters most is your willingness to learn, grow, and apply new skills. This is a remote position, so strong applicants should be open to working independently as well as collaboratively online. We hope that this role will help you to sharpen the skills you already have, as well as learn new tools and media platforms.

## Core Values

At JVC Northwest, we are guided by our core values: spirituality, community, simple living and social & ecological justice.

Our team is committed to living out these values in lives in a variety of ways. As a Vision & Call Intern, you will reflect on these values and how they influence your personal and professional growth throughout the year.

## What You Can Expect

- **Weekly:**
  - One-on-one meetings with your mentor/supervisor
  - Weekly Vision & Call intern discussions with mentors and peers
- **Monthly:**
  - One monthly grounding meeting
  - Two all-staff meetings
  - Relevant team meetings once or twice per month

- One-on-one with a different staff member each month
- **Annually:**
  - Orientation in August
  - Vision & Call Retreat in October
  - Staff Days in December
  - Potential to accompany a JV retreat
  - Annual Benefit Event in Seattle

### **About Vision & Call Internship Program**

This internship was made possible thanks to the generosity of the M.J. Murdock Charitable Trust. Established in 2006, the Vision & Call Internship program is designed to equip young adults as they embark on careers in Christian based non-profit organizations.

In addition to the general responsibilities of the role, interns will be accompanied by their advisors as they consider the direction of their vocation. [Click here](#) to learn more about the Vision & Call Program.

### **TO APPLY:**

To apply, send the following to [akingkaiser@jvcnorthwest.org](mailto:akingkaiser@jvcnorthwest.org):

- **Resume**
- **1 page cover letter**
- **Three samples of your work**
  - Work samples can include: video (including TikToks and reels), social media posts, graphic design, newsletters, fundraising campaign materials, fliers or other print material. Work samples can be from a team if you can articulate your role in the creation of the final product. Samples may also be from an academic project or class; they do not need to be from paid work. Please choose the media that exemplifies your strengths.
- **2 references** who can speak to your qualifications and work ethic. Please include the names, titles, contact information and brief description of your relationships
  1. Someone who has supervised you
  2. Someone who has mentored or taught you