Programs Intern
Part-Time Unpaid (Franklin, TN - Hybrid)

Internship Period
Summer 2027

Total Anticipated Hours
160 Hours

Mission
Show Hope's mission is to care for orphans by engaging the Church and reducing the barriers to adoption.

Job Summary
The Programs Intern supports the Director of Programs to promote Show Hope's mission, vision, core values, and strategic plan. Personal qualities include integrity, credibility, and a willingness to sign Show Hope's Statement of Faith. Show Hope's end goal for the internship program is to educate and equip students toward a career in the orphans and vulnerable Children ministry space.

Show Hope Programs intern will receive an overview and training regarding best practices in adoption and orphan care, including a focus on trauma-responsive care. While specific tasks and training will be determined by an intern's skills, interests, and school requirements, we seek to expose every intern to enhanced knowledge of this field, non-profit leadership exposure and skills, relationships with others serving in adoption and orphan care, and practical skills for their chosen field.

The Programs Intern supports the Programs team reporting to the Director of Programs, and will interact with the entire Show Hope team through the following modules (subject to change):

Modules:

- Introduction to Show Hope
- Leadership and Board Governance
- Administration and Finance
- Programs
- Advancement (Communications and Development)
- Internship Evaluation and Wrap-Up

Education, Experience, and Expectations

- Degree program relevant to working in Orphan and Vulnerable Children space

- Willingness to learn customer management systems
- Proficiency with Microsoft Office and Google Suite applications
- Highly resourceful team player while being effective in independent work
- Strong ability to organize, prioritize, and handle multiple tasks and deadlines concurrently with excellent attention to detail
- Excellent written and oral communication skills
- Polished, professional demeanor and excellent interpersonal skills with internal and external stakeholders
- Willingness to relocate to the Franklin area during the internship period
  Willingness to travel with the team as needed