

Characteristics of the internship candidate:

The internship:

We are a none-profit community organisation whose focus is on improving the quality of life of people, spirit, soul and body. We achieve this by providing education, training, and practical support for the day to day issues of our community. Our community is diverse in both ethnicity and economically. We operate with respect and empathy throughout our vision and values.

It is expected that interns wholeheartedly embrace and represent our values, whilst providing the necessary skills to advance our projects in their area of participation. This “partnership”, is two-fold:

1. To develop and grow as an individual
2. To advance the organisations effectiveness

We will achieve this by forming positive team relationships in a caring team environment.

The key characteristics of an intern:

1. Initiative

Initiative is the inherent ability and desire to foresee solutions and deliver them. We are all learning, but those deficient in “the awareness” of solutions, often lack initiative. Internship is a two-way relationship which gives as much back as it receives. Taking initiative in problem solving, especially in group settings, indicates leadership skills, which are an important consideration when selecting team members at any level.

2. Positive Attitude and Eagerness to Learn

Most people can see the problem, but it takes initiative and attitude to resolve it. Interns rarely get high risk or glamorous duties, so a positive attitude is essential. Attitude is always revealed under pressure, and past experiences and successes will reveal it.

Team spirit is very important, and a “can do” attitude will influence positively. A positive attitude influences the organisation and our clients. A positive attitude creates an environment of learning and effective communication. This makes the workplace conducive for everyone.

3. Adaptability

Not everything goes according to plan; but being able to adapt to a variety of tasks and projects is a key skill. In our organisation, “Time is NOT money”. Our key resource is our people. However, time is a precious commodity and being effective in our projects builds integrity and confidence with our stakeholders. Missing deadlines through ineffectiveness is not the same as being unable to deliver because of lack of resources or motivation.

What examples can you show of being open to, and successful at, a variety of tasks?

4. Professional Communication Skills

Communication is the key and those effective with it will build confidence in those around them. Interns should have good written and verbal skills, and the ability to communicate problems, tasks and projects effectively. As a people organisation, “how we communicate” is just as important as “what we communicate”. Skills in this area are crucial for connecting with employees, community and clients.

5. Consideration and Service

As an organisation which primarily operates on volunteer staff, we must treat those around us with the utmost respect and consideration. The primary motivations within none-profit organisations, is vision and values. Our volunteers join us because they share our vision and values. Achieving these objectives is our job satisfaction. Respect for the task and respect for the person makes for consideration and service. Effectiveness in these areas adds value to the Interns role.

The term “pay it forward” is not a new concept; in fact is as old as mankind. Seedtime and harvest teach us that we eat from the drop we sowed. The more we sow, the more we eat. Internship is a two-way investment. You invest your skills to advance our objectives, and we invest in you as a person in developing a history of supporting community based initiatives. It’s a win-win relationship.

As a volunteer intern, we must “add value” to the organisation by:

- Respecting our time keeping and job completion
- Investing our skills and talents in a way that adds value to the vision
- Treating co-workers with respects and honour
- Generating ideas and solutions to improve outcomes
- Partnering and learning from others in a way that shows personal development
- Being honest and truthful in a way that endears us and others to those we meet
- Showing integrity in word, deed and lifestyle

Questions to consider:

- As this is a none-remunerated role, are you in a financial position to commit 12 months to it?
- We are based close to rail, motorway and bus services. Have you considered your travel needs?
- The Internship is Thursday and Sunday, does this fit with your other commitments?
- As a Christian organisation, we are affiliated with the AOG of NZ. Are you comfortable with that?
- Confidentiality and child safety is essential; we screen all our workers through NZ police.
- Reference checks within NZ are essential to the application
- Applicants already active within none profit organisations or a credible work history are prioritised
- The internship reflects our vision; therefore the programme will focus on our vision.
- Overseas students provide a valuable contribution to NZ. We welcome applications from students already resident or enrolled in NZ. Our organisation actively supports them in practical and spiritual ways. We do however ensure that visa conditions are upheld.
- At the effective conclusion of the programme, we will provide a valid reference from a respected and long established organisation.
- We consider the internship as the start of a partnership in a vision for the future. Do you?