

Meeting Ground Community Summer 2008 Internship

Job Description

General Responsibility:

The Summer Intern's work will be based at our Clairvaux Farm facility in Earleville, Maryland. This is a 20-acre facility with capacity for housing 35 homeless persons (families, women, and men). The goal of our community and its programs is to restore homeless persons and families. The program is distinct, creative, and community based. Homeless residents participate directly in community governance, and work together with volunteers and staff to develop and implement solutions to end homelessness in their lives and in the larger community. The volunteer work groups who are housed in the summer, and who would be the Summer Intern's primary area of responsibility, live and work for a week at a time with the ongoing residents of our community. The atmosphere is very positive and challenging. Volunteer work groups (10 - 25 persons/wk) come weekly to our community from June - August. They work on construction & maintenance projects at our 3 sites. Our community also engages with these groups in dialogue and mutual education around themes of community development and the social problem of homelessness. *The Summer Intern will work directly under the Director of Operations, serving as the Overseer of the Summer Work Camp Program.*

Specific Duties:

1. Meet with each work camp which comes at the time of their arrival, assisting with other staff in their orientation. The Summer Intern will work closely with the group each day.
2. Come to know the work campers and their leaders individually, and to communicate any special needs or extraordinary problems they may have to the Director of Operations.
3. To assist the work camps in the performance of their job. This may include, but is not necessarily limited to: picking up materials and supplies, answering questions and getting information as requested, making sure the facilities (sleeping area, meeting rooms, etc.) are organized and ready as new groups come, facilitating discussion meetings and studies, facilitating communication between the Meeting Ground community and volunteer work groups, and any other task which might be requested by the Director of Operations.

Recommended Skills & Qualities:

- Strong personal commitment to helping people and ability to communicate well with others
- Enjoys meeting people from diverse backgrounds (including homeless adults and children)
- Commitment to community development
- Ability to work creatively and independently
- Dependability and willingness to assume responsibility for assigned tasks
- Enjoys a variety of tasks, especially working outdoors and in different locations
- Some knowledge of basic construction/maintenance skills (acquaintance with lumber & hardware terminology, etc.) is recommended, but this can also be acquired rather quickly if the Summer Intern has a willingness and ability to learn this aspect of the job quickly.
- Light record keeping and paperwork; Computer literacy is a plus
- A driver's license, with good driving record, is required

Compensation:

Housing and meals are provided, plus a generous stipend.

Benefits the Summer Intern will Gain:

Much creative learning takes place, for the practical solutions we are always seeking, as well as in the positive good which is occurring in persons' lives. The benefit for an Summer Intern will be invaluable for any field of future endeavor. It is an opportunity to acquire interpersonal skills and form unique relationships (working and personal) which will expand horizons for future life and work. Meeting Ground has many volunteers as part of its ongoing community and this has been the experience of many over the years.

A variety of benefits include: Getting to know persons from a wide geographical area and diverse racial, social, and economic backgrounds; opportunity to develop skills of organizing people as well as challenging them; opportunity to help solve practical work "job-type" problems as well as the problems inherent in any organized community of people; opportunity to gain personal growth and insight from a variety of work & personal relationships.

Start and End Dates of Summer Internship:

We are flexible, depending on the summer intern's availability, but the term would be June 5, 2008 - August 17, 2008.

Summer Intern's Work Hours and Location:

The job is based on a 40-hour work week, hours can be flexible. The Summer Intern will work primarily at our Clairvaux Farm site, where the volunteer groups are housed and do a majority of the work. It will also involve work at our other site locations in Elkton, Maryland.

Housing will be provided at Clairvaux Farm in a private room. All meals will be provided at Clairvaux Farm where there are laundry facilities, access to telephone, etc. Office space for the Summer Intern will also be provided at this location.

Mail or E-mail resume to:

Udo Sommerhoff

Meeting Ground

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Email: udo@meetingground.org

Phone contact: 443-406-0786

*More information is available
on our web site:*

www.meetingground.org