

LuMin Austin

Internship Job Descriptions



The Kacie Brekhus Community Life Internship

Position Description:

The Brekhus Community Life Intern's primary concern is creating and deepening connections and relationships both within the LuMin Community while also utilizing both tabling and social media to bring new students in. This intern plans social events, leverages social media to promote LuMin's various events, and is the front person for making sure new people to the ministry feel welcome. Due to the connectational nature of this internship position, this intern must be regularly present for worship and other LuMin events.

Qualifications:

- 1) A vibrant faith in Jesus Christ and a sense of call to this position.
- 2) Strong relational skills.
- 4) Strong written and oral communication skills.
- 5) Well organized, entrepreneurial, a team player, creative.
- 7) Excels at being welcome and approachable.

Responsibilities:

1. Pray for God to create life-giving community and relationships through LuMin's presence on the forty acres.
2. Regularly participate in LuMin's Sunday evening worship services
3. Coordinate check-ins with students who are missing in action (MIA)
4. Work with the campus pastor to expand upon LuMin's care for creation.
5. Produce report for LuMin board meetings and attend board meetings.
6. Maintain accepted professional ethical standards and confidentiality.
7. Plan a social event each month and connect LuMin students through LuMin Lunches.
8. Attend weekly staff meetings.

The Kay and Loren Jensen Daily Bread Food Pantry Internship

Position Description:

The Jensen Daily Bread Intern serves food insecure students by being trustworthy, reliable, and taking initiative. A lot of trust is placed upon this intern as the stated mission of Daily Bread is to be a food resource BY students FOR students. The goal for this intern is continue to grow Daily Bread's reputation of being a reliable source of sustenance centered on the needs and expressed desires of its college student clients. While worship is always a desired source of strength and grace for all LuMin's student interns to do their work, LuMin prioritizes the intern's personal connection/experience with food insecurity over regular worship participation. Thus, if Lutheran worship is not where this intern finds meaning and support, then the Daily Bread Intern is required to be present in worship at LuMin at least twice each semester.

Qualifications:

- 1) To be conversant with the faith of Jesus Christ and to have a sense of call to this position.
- 2) Strong relational skills.
- 4) Strong written and oral communication skills.
- 5) Well organized, entrepreneurial, a team player, creative.
- 6) Able to delegate.

Responsibilities:

1. Pray for God to fill the hungry with good things through the food pantry.
2. Be present and/or participate in LuMin worship at least twice a semester.
3. Raise awareness about the food pantry using email, graphic design, social media, and other publicity campaigns.
4. Make sure the pantry is stocked in a way that reflects the needs and desires of the college student clients who use the pantry.
5. Work with the campus pastor to maintain a database of Daily Bread clients.
6. Produce report for LuMin board meetings on the activities of the pantry, and attend board meetings.
7. Maintain accepted professional ethical standards and confidentiality.
8. Attend weekly staff meetings.

The Carl and Claudia Teinert Social Justice Internship

Position Description:

The Teinert Intern for Social Justice primarily works with the campus pastor to identify way(s) the LuMin worship community can collaborate with or come alongside other organizations on the 40 Acres to work for peace and justice at UT and beyond . The goal for this intern is to invite and involve LuMin worship community members in work that cares for creation and/or advocates and cares for the marginalized. This intern must be actively involved in the life of the worship community as their work is inextricably connected to the community's baptismal identity.

Qualifications:

- 1) A growing faith in Jesus Christ and a sense of call to this position.
- 2) Strong relational skills and the ability to motivate and inspire acts of love, kindness, care, and advocacy.
- 3) Internally motivated to seek out new accompaniment and advocacy opportunities as social justice needs/issues arise on the 40 Acres and beyond.
- 4) Strong written and oral communication skills.
- 5) Well organized, entrepreneurial, a team player, creative.
- 7) Able to delegate.

Responsibilities:

1. Pray for God to create in LuMin hearts and minds a deep care for creation and desire to work for peace and justice in all the world.
2. Seek out marginalized student groups who LuMin may be able to come along side, serve, or advocate for.
3. Work with the campus pastor to expand upon LuMin's care for creation.
4. Regularly participate in LuMin's Sunday evening worship services
5. Produce report for LuMin board meetings and attend board meetings.
6. Maintain accepted professional ethical standards and confidentiality.
7. Attend weekly staff meetings.

The Tailgate Tuesday Volunteer Coordinator

Position Description:

The Tailgate Tuesday Intern works with the campus pastor to recruit, train, direct and celebrate Tailgate Tuesday student volunteers. The goal for this intern is to encourage - without putting pressure on -students to serve at Tailgate Tuesday. This intern brings the fun factor by making sure there are ample amount of students that Tailgate Tuesdays would offer times for students to both serve AND connect with each other. This intern is expected to present every Tailgate Tuesday except on the rare occasion that the student's school related work prevents them from being so.

Qualifications:

- 1) To have growing faith in Jesus Christ and to have a sense of call to this position.
- 2) Strong relational skills.
- 4) Strong written and oral communication skills.
- 5) Well organized, entrepreneurial, a team player, creative, and outgoing.
- 6) Able to delegate.
- 7) Strong work ethic.

Responsibilities:

1. Pray for God to fill the hungry with good things and establish relationships among volunteers and with those who come to be served on Tailgate Tuesday.
2. Regularly participate in LuMin Sunday worship.
3. Manage a volunteer sign up list to anticipate when more student/congregation volunteers need to be recruited.
4. Make sure students volunteers are being rotated in and out to provide time both serving and connecting with each other during Tailgate Tuesday food service times
5. Work with the campus pastor to maintain a database of Tailgate Tuesday student volunteers in order to celebrate, affirm, and serve them on Tailgate Tuesday Sabbaths.
6. Produce report for LuMin board meetings on the activities of Tailgate Tuesdays.

7. Maintain accepted professional ethical standards and confidentiality.
8. Attend weekly staff meetings.

LuMin Worship Music Internship

Position Description:

The Worship Musician intern serves the LuMin worship community's weekly Sunday evening worshipers through leading the community in liturgical song and hymn singing. This intern plans worship with the campus pastor and invites fellow students to share their musical gifts in worship. The goal for this intern is to nourish the faith life of LuMin's worship community members through music.

Qualifications:

- 1) Possess a vibrant faith in Jesus Christ and to have a sense of call to this position.
- 2) Strong relational skills.
- 4) Strong written and oral communication skills.
- 5) Well organized, entrepreneurial, a team player, creative.
- 6) Able to delegate.
- 7) Able to sight read and musically direct others.
- 8) Piano/String instrument fluency preferred.

Responsibilities:

1. Pray for God to deepen faith through the music the LuMin worship community sings and hears.
2. Prepare to lead each worship service throughout the semester sans those times when the musician has a concert performance or recital; for these absences the worship music intern is responsible for finding a capable supply musician.
3. Regularly check in with worship community members to familiarize themselves with their musical backgrounds and preferences.
4. Plan worship with the campus pastor.

5. Maintain accepted professional ethical standards and confidentiality.
6. Attend weekly staff meetings.

The Bohls Internship for Donor Relations

Position Description:

The Bohls Intern for Donor Care works with the Campus Pastor and LuMin board to express gratitude to donors who support LuMin's mission and ministry, and to cultivate new donors for this campus ministry. The goal for this intern is to invite all participants and board members into the joy-producing activity of expressing thanks, and to maintain engagement among our donors through timely acknowledgement of gifts. This intern will cultivate new donors and enhance present donor relationships through the monthly sharing of a LuMin ministry story through social media and email.

Qualifications:

- 1) A growing faith in Jesus Christ and a sense of call to this position.
- 2) Strong relational skills and the ability to motivate and inspire generosity.
- 4) Strong written and oral communication skills.
- 5) Well organized, entrepreneurial, a team player, creative.
- 7) Able to delegate.

Responsibilities:

1. Pray for LuMin-Austin, the organization's donors, and the goal of increasing financial support.
2. Regularly participate in LuMin's Sunday evening worship services
3. Seek out stories from the field to share each month through social media and email.

4. Work with the LuMin's office administrator to generate lists of donors to acknowledge contributions.
5. Assist office administrator with managing a database for all current giving sources, and execute a plan to regularly inform, thank, and inspire these donors.
6. Work with the campus pastor to explore, apply for, and report on grants.
7. Produce report for LuMin board meetings and attend board meetings.
8. Maintain accepted professional ethical standards and confidentiality.
9. Attend weekly staff meetings.