



About Footsteps Missions

Mission and Vision

Footsteps Missions is a non-profit organization compelled to answer Christ's call to holistically serve the forgotten, the orphaned and the unjustly-treated people of the world by meeting their real needs in the hopes of fostering people of character and children of God.

The Story of Cross Cultural Learning Camps

Footsteps originally was started to facilitate short term groups going around the world to serve. Part of the process was to ask locals what some of their biggest needs were and how could we help to meet those needs. The people in some areas had very basic needs- food, clothes, water, etc. Other areas had the basics covered but still had needs that were unique to their region or culture. When traveling throughout Asia in particular we discovered their biggest need was to learn English (especially conversational English). This is how our English Learning Camps started. Since then we have sent dozens of teams, developed our own curriculum, expanded to multiple countries, and even started camps where students come to the US to learn.

Why teach English though? This goes back to the concept of meeting real needs. Throughout the history of missions one big problem has been giving a message before people are ready to listen. We've found the best way to gain trust and provide the right atmosphere to hear the message of the gospel is to meet the needs without strings attached. To put it more succinctly, "It is important to show you care before trying to share." So by meeting the needs expressed in different locations we gain the opportunity to share what is truly important to us- relationship with Jesus Christ.

What does the next chapter look like for Footsteps and this ministry? We've grown to the point where we need more help and want to train leaders that can assist us to meet the future opportunities. That is where this English Camp Missionary Internship comes in. This internship is a great way to learn about missions, work with children, travel to different locations, and facilitate teams that are meeting real needs and sharing the gospel in this context.



Job Title: English Camp Missionary Intern

Position Overview

The English Camp Missionary Intern will have a great opportunity to help with an exciting ministry, learn about mobilizing and preparing short term servants, develop teaching skills, learn how to lead teams, and interact cross-culturally in multiple countries.

The Intern will contribute to strategic planning and be directly involved in 1) the architecture of English camp service tracks; 2) recruiting college/university partners and individual trip participants; 3) the successful outcomes of ESL trips and camps.

This role will involve trip leadership to several Asian countries including South Korea, Taiwan, and China, as well as Honduras. Training will be provided so that the intern can learn to manage logistics and the inherent challenges and curve-balls that come with cross cultural service. The Intern should have excellent people skills for interaction with children (camp students), college students (STM's), and various business/organizational partners of Footsteps.

This is a Christian ministry position so it involves a combination of managing missional activities and sharing Christ in a variety of ways and situations. This is a great experience for those considering longer-term mission work, educational careers, or tent-making ministries.

Essential Job Functions

- Manage existing relationships and develop new relationships with Christian colleges/universities and their students.

- Recruit trip participants for service on ESL camp tracks.

- Plan and arrange trip logistics including travel, in-country accommodations, resources, and ESL camp operations.

- Assist in the development of new partnerships and customer organizations to grow the International ESL reach for Footsteps.

- Lead certain trips and serve as camp director.

Additional Responsibilities

- Raising Personal Missionary Support

- Attending Footsteps Training Sessions to prepare for service

Requirements

- The ability to attract and inspire short-term missionaries.

- Enthusiasm and talent for working with children, especially cross-culturally, as well as college students and organizational partners.

- Strong organizational skills.

- Willingness to be flexible and adaptable (Both with traveling and living situations)

- Interest in teaching and education (ESL or education degree or background is preferred)

The English Camp Missionary Intern is partially funded by Footsteps Missions and supplemented by self-raised support. This position may lead to a longer-term role as Footsteps ESL Director, expected to be hired in August 2016.

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| <p>NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.</p> |
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Footsteps ESL Internship Tentative Schedule

2015

January 2015

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February 2015

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March 2015

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April 2015

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May 2015

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June 2015

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July 2015

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August 2015

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September 2015

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November 2015

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December 2015

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January 2016

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February 2016

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March 2016

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April 2016

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May 2016

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June 2016

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July 2016

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August 2016

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September 2016

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October 2016

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November 2016

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December 2016

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Tentative Schedule 2015-2016

May and June 2015- Support Raising
 June 2015- Official Start of Internship, Training and Preparation for Summer Trips
 July 2015 and August 2015- Serving in Asia and with USA ESL Camps
 August 2015- Two week break at end of camps
 September 2015- Two week support raising and follow up
 September 2015 to December 2015- Recruiting and Preparation for Winter Camps and Summer 2016 Camps
 November 2015 & December 2015- Thanksgiving Break & Two week holiday break
 January 2016- Winter Camps in South Korea
 February 2016- Recruiting and preparation for Summer Camps
 March 2016- Serve in Honduras
 April through June 2016- Summer Camp Preparation and Training of Teams for Summer Camps
 July and August 2016- Serving in Asia and with USA ESL Camps
 August 2016- Debrief internship after camps are completed
 August 31st, 2016- Conclusion of internship

Note- Colors coordinated (text and boxes/shading) with timeframes



Footsteps Internship Expectations

1. **Housing-** We will provide housing for you, likely in a home with a host family.
2. **Travel Expenses** - When traveling on Footsteps business we will cover travel expenses including reasonable accommodations and food costs. When traveling abroad all reasonable expenses including travel to and from the field will be taken care of, but extracurricular events, entertainment, extra meals, snacks and souvenirs would need to be covered personally.
3. **Footsteps Vehicle-** We will provide use of a Footsteps vehicle as needed during U.S. service.
4. **General Finances-** Remember that the funds we are using come from donations and from other sources. This requires us to be good stewards with the resources we are given. You will get a Footsteps credit card for business use, receipts are necessary for all expenses.
5. **Stipend-** You will receive your stipend at the beginning of each month.
6. **Support-** You are expected to raise at least \$750/month of support, or \$600/month if you have your own health insurance (e.g., through your parents).
7. **Health Insurance-** Footsteps will provide health insurance (unless you provide your own) and travel insurance. We will use a health plan through Samaritan's ministries (www.samaritanministries.org).
8. **Work-** This internship requires your full-time attention so you will not be able to add other work into your schedule. Expect to serve 40+ hours a week.
9. **Spiritual Development-** We all need relationships, encouragement and support from a local body. The expectation is that you will participate at least weekly in a local church. You are welcome to be involved in volunteer ministry as long as it does not interfere with Footsteps responsibilities.
10. **Vacation Time-** There are times during the year when you will get some break time. We feel it is a very generous amount but that will help to compensate for times when you will need to be serving consistently for long periods on the field.
11. **Working with Children-** Because you will be working with children, best practices are important to make sure that we have excellent accountability and transparency. You will need to have a background check.
12. **School Loans-** It is the responsibility of the intern to research the possibilities for having deferment of loans (often available when working for nonprofits) and doing all paperwork needed for this.