

## **INTERNSHIP – CHURCH OF IRELAND PARISH OF STRANORLAR, MEENGLASS AND KILTEEVOGUE, COUNTY DONEGAL**

Would you like an opportunity to explore your gifts, grow in your walk with Jesus Christ and serve the mission of the church through training and apprenticeship?

### **New Wine Ireland**

New Wine Ireland is a movement of churches working together to change the island of Ireland through a network of church leaders, our summer conference and training and resource events.

New Wine Ireland has a vision that in our generation:

- we will see churches across Ireland renewed and restored in passion for the Word and Works of God;
- we will see individuals and families transformed by meeting Jesus and empowered by His Holy Spirit and this will impact our society; and
- Christians will feel compelled to go out and share the good news of Jesus – forgiveness, healing, hope, restoration and new life – across the length and breadth of Ireland and further afield.

[www.newwineireland.org](http://www.newwineireland.org)

### **Church of Ireland Parish of Stranorlar, Meenglass and Kiltteevogue, County Donegal**

The Parish is in the Diocese of Derry and Raphoe and serves the Church of Ireland community in and around Ballybofey and Stranorlar, and Glenmore. The Parish seeks to serve Christ and follow his example in the modern world.

<http://www.stranorlar.raphoe.anglican.org>

<https://www.derryandraphoe.org/stranorlar-meenglass-kiltteevogue>

The Rector of the Parish is Rev Adam Pullen.

### **What is an internship?**

An internship is where an individual works to gain relevant professional experience before embarking on a career.<sup>1</sup>

The prime purpose of internships is to provide interns with a meaningful experience that enhances their employability and skills.<sup>2</sup>

New Wine Ireland and the Church of Ireland is committed to providing high-quality internship opportunities. This includes:

- recruitment;
- internship agreement;
- induction;
- treatment (professionalism, duty of care);

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<sup>1</sup> 'Common Best Practice Code for High-Quality Internships' Gateways to the Professions Collaborative Forum (updated September 2013)

<sup>2</sup> 'Internships That Work' CIPD (September 2015)

- supervision;
- reference and feedback.

### **Title of post**

Youth and Children's Intern

### **Supervised by**

The Rector of the Church of Ireland Parish of Stranorlar, Meenglass and Kiltcevogue, County Donegal (Rev Adam Pullen)

and

New Wine Ireland's Leadership and Mission Development Coordinator (George Newell).

### **Period and hours**

The internship is for a period of one year with the possibility of extending this to a second year (starting on the 10 September 2018.) There will be a probationary/ review period of two months.

The normal week will consist of 40 hours (inclusive of New Wine Ireland events, conferences, training and meetings).

### **Base**

Church of Ireland Parish of Stranorlar, Meenglass and Kiltcevogue, County Donegal.

### **Genuine occupational requirement**

The nature of this volunteer post and the interaction with church leaders and individuals is such that there is a genuine occupational requirement that the post holder will be a committed Christian who is passionate about the vision and values of New Wine Ireland.

### **Purpose of the role**

To assure the children and young people in the Parish and community are reached with the love of God, disciplined as followers of Jesus Christ and developed as fruitful, fulfilled and valued members of the Church family.

### **What the internship offers**

- Opportunities to develop your gifts and explore new ones;
- weekly input from a mentor who will provide training, Bible study and prayer alongside pastoral support;
- teaching input (at New Wine Ireland training events and Evangelist Training Course weekends);
- payment of work-related travel, mobile phone bills and other expenses incurred during your duties; and
- an opportunity to join the team at our annual summer conference (free conference ticket and accommodation in Sligo).

### **Key tasks**

- Nurture and foster Christian faith development in children and young people;
- identify, train, support and encourage youth and children's leaders and volunteers;
- build relationships with clergy and youth and children's leaders to discern the Parish Group's needs and opportunities for wider engagement in the community;
- work with New Wine Ireland and the Diocese to encourage youth based activities in the local and national context;
- participate in the planning, delivery and review of mission projects;

- assist in the planning, delivery and review of training and development events;
- attend and contribute to successful staff, volunteer and intern team meetings; and
- undertake administrative work connected with the internship.

## Requirements

1. Devoted follower of Jesus Christ.
2. Desire to advance God's Kingdom amongst children and young people.
3. A minimum of two years' experience of working with children and young people in a paid or volunteer capacity.
4. Ability to relate to people who live in a rural parish.
5. Teachable, reliable and able to work well within a small team
6. Energy, enthusiasm and a 'can do' attitude.
7. Understanding of safeguarding (child protection) policies and procedures.
8. To be 'imitators of God' with 'not even a hint of sexual immorality, or any kind of impurity', living as 'children of light' and finding out 'what pleases the Lord' (Ephesians 5:1-12).
9. Information Technology literate (e.g. email, word-processing, presentations, spreadsheets, databases).
10. Good communication skills, both verbally and in writing.
11. Driving license<sup>3</sup> and access to a car.
12. Permission to work in the Republic of Ireland (if you are not an Irish citizen).

## Spiritual life

During the year, you will face many spiritual challenges. As you will be aiming to get the most out of the programme, it is important that you seek to develop self-discipline and an understanding of the part God has prepared for you in the extending of His Kingdom in this place. This includes managing your 'off time' well and only participating in activities that are healthy for the mind, body and soul. There is an expectation that interns are exemplary in their behaviour at all times as they are representatives of the church.

## Payment and funding

The Parish will provide €200 per month towards living expenses.

The Parish will cover all travel expenses, mobile phone calls or any other expenses incurred as part of your internship.

Accommodation is provided by the Parish.

## How to express an interest

[Link to online application form](#)

By post:

George Newell  
 Leadership and Mission Development Coordinator  
 New Wine Ireland  
 First Floor  
 103-113 Ravenhill Road  
 Belfast  
 BT6 8DR

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<sup>3</sup> [https://europa.eu/youreurope/citizens/vehicles/driving-licence/driving-licence-recognition-validity/ireland/index\\_en.htm](https://europa.eu/youreurope/citizens/vehicles/driving-licence/driving-licence-recognition-validity/ireland/index_en.htm)



## **APPENDIX 1**

### **New Wine Ireland's Volunteer Policy**

#### Purpose

This policy identifies the benefits New Wine Ireland gains from its volunteers and the benefits that volunteers can expect to gain. It sets out recruitment, induction and training procedures which aim to make sure that both volunteer and organisational expectations are met. It provides for fair and equal treatment of volunteers working with New Wine Ireland.

#### Who the policy applies to

The policy is for paid staff working with and providing support to volunteers and to volunteers themselves. A copy of the policy will be provided to paid staff and volunteers.

Volunteers are people who freely choose to give their time to undertake tasks and activities to help New Wine Ireland to deliver its objectives, without payment or expectation of payment. The arrangement is voluntary on both sides and either party can bring it to an end.

Volunteers can work in the New Wine Ireland office, training and development events (e.g. Prayer Ministry Training) or at its annual summer conference in Sligo.

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- we will see individuals and families transformed by meeting Jesus and empowered by His Holy Spirit and this will impact our society; and
- Christians will feel compelled to go out and share the good news of Jesus – forgiveness, healing, hope, restoration and new life – across the length and breadth of Ireland and further afield.

Volunteers are expected to support this vision and possess the following attributes:

- a genuine interest in Christian ministry;
- a willingness to listen and learn; and
- understanding, commitment and reliability.

The nature of volunteer posts and the interaction with church leaders and individuals is such that the post holder will be a committed Christian who supports the vision and values of New Wine Ireland.

New Wine Ireland is not able to accept applications from people who are not willing to commit to its vision, who do not possess the above attributes or who the organisation considers unsuitable for the role.

#### The benefits that volunteers bring to New Wine Ireland

New Wine Ireland recognises that it could not deliver its objectives without the valuable contribution of committed and hard-working volunteers. They bring expertise, knowledge, experience and skills to the organisation. In particular, volunteers:

- deliver much of the face-to-face interaction with attendees at the organisation's summer conference and events throughout the year;

- enrich the quality of conferences, training and development events;
- provide contacts and networking opportunities that raise the profile of New Wine Ireland;
- offer specialist knowledge and skills in key areas of work; and
- provide a valuable interface between New Wine Ireland, churches across Ireland, the local community and key stakeholders.

#### The benefits to a volunteer of supporting New Wine Ireland

Supporting the organisation in a voluntary capacity provides:

- an opportunity to make a difference in the lives of people across Ireland;
- an opportunity to be part of a well-respected all-Ireland charity;
- personal development opportunities and experiences; and
- networking opportunities with paid staff, other volunteers, supporters and attendees at conferences and events.

#### Principles

There are a number of principles that underpin New Wine Ireland's work involving volunteers:

- Safeguarding children and vulnerable adults.
- Recruitment and appointment – prospective volunteers who express an interest in a particular role will meet a member of the New Wine Ireland staff team or a Volunteer Leader (summer conference) for a discussion. This is not a competitive interview process. Two written references will be required to confirm suitability for volunteering and Access NI checks may be required depending on the volunteer role (working with children and vulnerable adults).
- Training – each volunteer must undergo an appropriate induction and training process.
- Statement of expectation – each volunteer must agree to a statement which outlines what is expected from the volunteer and what the volunteer can expect from New Wine Ireland. It is binding in honour only and there is no intention to create a contract of employment between the organisation and volunteers.
- Management and support – each volunteer will be provided with appropriate management and support including at least an annual review meeting. Volunteers cannot commit New Wine Ireland to expenditure.
- Health and safety - Volunteers must take reasonable care of themselves and others while volunteering for New Wine Ireland. They must immediately report accidents or incidents (including near misses).
- Expenses – New Wine Ireland endeavours to reimburse volunteers reasonable out-of-pocket expenses however agreement must be reached in advance with a paid member of staff and any payments will be based on the assessment of the organisation's requirements, the available budget and the volunteer's own needs.
- Insurance – New Wine Ireland provides Employers Liability and Public Liability insurance cover for all volunteers whilst working on the organisation's activities. The organisation does not provide motor insurance cover. Evidence of business class motor insurance will be required before reimbursement of mileage costs.

- Confidentiality, copyright and data protection – volunteers are expected to keep confidential any New Wine Ireland information they become aware of that is not in the public domain. Volunteers are required to assign copyright to the organisation of any work produced as part of their volunteering role. New Wine Ireland will comply with the Data Protection Act (1998) in relation to information it holds on volunteers.
- Feedback – New Wine Ireland welcomes feedback on its processes and support for volunteers, particularly when leaving their role.

## **APPENDIX 2**

### **Internship Agreement**

New Wine Ireland will abide by the principles outlined in the CIPD Employer's Guide to Internships (September 2015) and it is therefore the organisation's responsibility to ensure that the intern will be:

- treated with respect at all times;
- supported and trained appropriately for the tasks that they are asked to complete; and
- given as much access to learning and development opportunities as possible.

The intern's responsibilities are to:

- behave in a professional manner at all times;
- abide by the policies and procedures of New Wine Ireland;
- work hard and diligently throughout the internship; and
- complete the projects and assignments given in a timely and accurate manner.