

CCSC Internship Program
Intern Position at Anselm House

University of Minnesota | Minneapolis, MN

I. DESCRIPTION

CCSC Interns are employees of the CCSC (Consortium of Christian Study Center).

In partnership with Consortium of Christian Study Centers this position serves Anselm House at University of Minnesota.

About the Consortium of Christian Study Centers: CCSC exists to catalyze and empower thoughtful Christian presence and practice at colleges and universities around the world, in service of the common good. It achieves this by facilitating the flourishing of existing study centers, encouraging the development of new study centers, and raising awareness of the study center movement.

About Anselm House: For more than forty years, Anselm House has served U of M students, faculty, and friends in the mission of connecting faith and knowledge with all of life. It is our joyful pursuit to help people see the world and approach life as God created it to be: whole.

Interns serve as an integral role on Anselm House's outreach and hospitality team, connecting with and caring for students at the University of Minnesota. Anselm House seeks to host conversations, events, and community relationships that help students, faculty, and staff at the university integrate the Christian faith and tradition with their studies and vocational work. Within this mission, Anselm House's outreach and hospitality team engages a wide range of students on a wide spectrum in their journeys with Christian faith and with their fields of study. Outreach and hospitality interns will have the opportunity to practice designing programs, building relationships, and inviting others into deeper intellectual friendships, within the context of a (primarily) secular and pluralistic university environment.

Accountability: The intern is accountable to the Internship Program Director of CCSC and to Associate Director of Hospitality at Anselm House. The Directors will coordinate the supervision of the position.

II. RESPONSIBILITIES

Internship Partnership

- 1) Maintain CCSC-related communication and commitments
- 2) Fulfill communication responsibilities to CCSC Internship Director

Leadership Development

- 1) Participate in ongoing training and professional development opportunities as set forth by CCSC and Anselm House

Hospitality and Student Outreach:

- 1) Proactively identify and meet with new and uninvolved students, inviting them further into the Anselm House community and activities.
- 2) This role may participate in one or more of the following:
 - a) Assist in developing a regular schedule of the Anselm House outreach events and activities (both on site at the study center and off-site) that engage a wide range of student audiences on campus.
 - b) Develop, support, and empower Anselm House student leaders to recruit other students into the Anselm House mission and community on campus.
 - c) Support outreach initiatives to international students (in partnership with other international student ministries).
- 3) Support welcome functions at the study center (e.g., staff the welcome desk and assist with hospitality needs, staff weekly study center rhythms like noon prayer, tea times).

Program and/or Advancement: The selection of this work can be tailored to the strengths and interests of particular interns. Examples of such work include:

- 1) Providing event staffing and support for public events (greeting, preparing food, AV needs, setup/teardown, etc.)
- 2) Assisting with programs planning and administration (i.e., program conceptualization, communicating with program participants/vendors, tracking attendance and event follow-up, etc.)
- 3) Managing donor records in Salesforce and assisting with communications campaigns and donor events.

III. QUALIFICATIONS

Lifestyle Commitments:

- 1) Spiritual health and fellowship—including membership in a local church, study of Scripture and spiritual disciplines
- 2) Engage in continuing education opportunities for professional and personal growth
- 3) Personal conduct reflective of CCSC and Anselm House statements of faith and values

Candidate Profile:

- 1) Bachelor's degree required
- 2) Internship limited to candidates up to 26 years old
- 3) Ability to recruit, motivate, empower, and equip others for leadership in ministry
- 4) A team player and someone who can take initiative and work independently
- 5) Strong organization and time-management skills