

# Roosevelt Park Ministries Family Worker Intern

Available Summer, Fall 2022, and Winter 2023

Roosevelt Park Ministries, a non-profit organization located in the Roosevelt Park area of Grand Rapids, is seeking an intern to assist our staff Family Worker. Work alongside RPM staff to support the agency of the community and to help build strong family relationships. This opportunity will allow the student to utilize both Spanish and English skills. The internship requires 10-20 hours per week, days and hours can be negotiated. The internship is unpaid.

## Examples of Duties:

1. Participate in community outreach
2. Help with social media marketing
3. Work one-on-one with persons to help them navigate systems or paperwork, including tax documents during tax season, assisting and empowering individuals and families.
4. Interpretation when needed; translate documents
5. Help with programming, planning events, fundraising for specific events, teaching a class
6. Recruit people for programs, etc.

## Qualifications:

1. Bilingual Spanish/English skills required
2. Strong listening, relationship skills with a history of treating people with dignity and respect
3. Basic computer skills required
4. Interest in Communications, Marketing, Public Health, Social Work, Psychology, and/or Ministry

**To Apply:** Please send a cover letter and resume to [family.worker@rooseveltparkministries.org](mailto:family.worker@rooseveltparkministries.org)



**Roosevelt Park Ministries**