

**Servant Leadership Summer Internship Placement Site  
Job Description Information Sheet  
Summer 2018**

**Organization Name: International Rescue Committee in Atlanta**

Address: 2305 Parklake Drive NE, Suite 100  
Atlanta, GA 30345

Phone: 678 636 8928

Web site: <http://www.rescue.org/us-program/us-atlanta-ga>

Internship Supervisor: Duncan de la Feld

Supervisor's contact information including e-mail: 678 636 8928,  
[duncan.delafeld@rescue.org](mailto:duncan.delafeld@rescue.org)

Organization's Mission Statement:

The International Rescue Committee provides opportunities for refugees, asylees, victims of human trafficking, survivors of torture, and other immigrants to thrive in America. Each year, thousands of people, forced to flee violence and persecution, are welcomed by the people of the United States into the safety and freedom of America. These individuals have survived against incredible odds. The IRC works with government bodies, civil society actors, and local volunteers to help them translate their past experiences into assets that are valuable to their new communities. In Atlanta and other offices across the country, the IRC helps them to rebuild their lives.

Summary of organization's primary programs and services:

The IRC in Atlanta supports refugees upon arrival with case management, employment assistance, and English language learning services, and continues to support the refugee and immigrant community with extended immigration, educational, employment, and social adjustment services.

Intern's title: Economic Empowerment Intern

Number of interns requested: 1-2

Internship project/job description:

The Refugee Employment Casework intern works with the IRC in Atlanta's Early Employment team to assist eligible refugee clients find jobs and prepare them to enter the workforce by providing supporting services.

Qualifications:

- Strong interest in working with an international population
- Proficiency with employment related activities
- Proven ability to work with consideration and respect for cross-cultural differences
- Excellent communication and organization skills
- Ability to work independently
- Computer skills, including Microsoft Office programs and internet research
- Enthusiasm for helping people to learn and demonstrated professionalism
- Interns must be able to work at least 15 hours a week for at least three months
- Must have a valid driver's license and access to an insured vehicle

Are there other requirements for this position (security check, drug screen, immunizations, etc.)? If yes, please note them here:

Interns must undergo a background check investigation and orientation before beginning their service.

Will the internship require that the student have a car? Yes.

Is placement site accessible by public transit or other transportation options? Yes. We are on the MARTA bus line 125.