



Dear Friend,

Thank you for your interest in the Sojourners Internship Program. The program was developed in 1984 in response to the many letters we received requesting a short-term opportunity to live and work with Sojourners. As our work has grown, we have developed an internship/volunteer program with positions suited to a one-year commitment and a focus on discipleship.

We are a Christian nonprofit organization and ecumenical movement based in Washington, D.C. We began in 1971 in Chicago as students at Trinity Evangelical Seminary meeting to discuss issues of faith in the political context of the Vietnam War. Out of these discussions, we began publishing a newspaper called *The Post American*, which developed in 1976 into *Sojourners* magazine, addressing issues of faith, politics, and culture.

Our mission is to articulate the biblical call to social justice, inspiring hope and building a movement to transform individuals, communities, the church, and the world. Our work is carried out through our magazine, online publications, national movement building, public witness, the production of educational resources, and public speaking.

Sojourners is a progressive Christian voice with an alternative vision for both the church and society. We embrace the tension of making our message relevant for the people in the pews and in the public square. We refuse to separate personal faith from social justice, prayer from peacemaking, contemplation from action, or spirituality from politics. And we passionately believe in the power of hope.

Sojourners interns live together in Columbia Heights, a D.C. neighborhood only blocks from our office. As an expectation of the program, interns develop structures for maintaining a shared life as a household. The program includes weekly evening intern house meetings for business, worship, study, and play. We also have weekly seminars on topics exploring the biblical foundations of radical discipleship and the implications of our faith on life choices and perspective. Interns take retreats together throughout the year and actively participate in other Sojourners events.

The interns serve as entry-level staff and assist our permanent staff. Based on the application process we offer each intern a specific position upon acceptance. Interns may assist in our advertising, development, editorial, executive, marketing, media, policy and outreach, or web departments.

Our internship does not aim to place interns in permanent staff positions, but offers individuals a chance to serve, explore contemporary issues of faith in Washington, D.C., and experience the joys and challenges of intentional Christian community.

Furthermore, Sojourners is looking for interns that possess spiritual and emotional maturity, unique gifts and perspectives, a strong work ethic, and commitment to community. We also highly value diversity on our staff and among interns, especially. To read more about our commitment to diversity, please visit www.sojournal.net/diversity.

Sojourners provides housing and limited economic means for volunteers to live a simplified lifestyle. We provide a stipend for each intern of \$100/month for personal use, and we cover all expenses for rent/utilities, food, and some other necessary items. Interns also receive full medical coverage. Interns should not plan to supplement their income through outside means during the course of the year.

The deadline for applications and letters of reference is **March 1, 2011**. **The 2011-2012 program runs from August 30, 2011, through August 17, 2012.** Beyond the written application and reference forms, our selection is based on telephone interviews. We review applications in March and April and interview for and confirm up to six positions in May.

Through the years, Sojourners interns have made invaluable contributions to our life and work. We strive to provide a program in which we can both teach and learn from interns, and in which interns can experience Sojourners as a challenging and nurturing step on their journey of discipleship. We hope to hear from you!

Blessings,
Sojourners Internship Program Coordinators

SOJOURNERS Internship Program APPLICATION FORM

Sojourners Internship Program is open to anyone 21 years or older, single or married without dependents. A one-year commitment is required. Sojourners is an equal opportunity employer and it is our policy to provide an internship opportunity to all qualified persons without regard to race, creed, color, gender, sexual orientation, age, national origin, ancestry, physical or mental handicap, or veteran status.

Deadline for the return of applications is March 1, 2011. Notification for acceptance will be no later than May 15, 2011. The next program starts August 30, 2011. Please email (volunteer@sojo.net), fax (202-328-8757), or mail the completed application to Sojourners Internship Program, 3333 14th St. NW, Suite 200; Washington DC 20010.

None of these questions is intended to be difficult or tricky. Please answer each one as honestly as possible. Content is more important than style.

NAME:

AGE:

BIRTHDATE:

STREET ADDRESS (please include your address as of May 2010, if different than current):

CITY:

STATE:

ZIP CODE:

COUNTRY (if other than US):

E-MAIL ADDRESS:

HOME TELEPHONE NUMBER:

OFFICE/SCHOOL TELEPHONE NUMBER:

CELL PHONE NUMBER:

CITIZENSHIP:

RELIGIOUS AFFILIATION:

MARITAL STATUS:

AGES OF CHILDREN:

1. Please list your employment history for the last five years, beginning with the most recent job.

EMPLOYER (name of company):

PHONE:

CITY/STATE/ZIP:

POSITION:

RESPONSIBILITIES:

DATES OF EMPLOYMENT:

SUPERVISOR'S NAME:

REASON FOR LEAVING:

For questions 2 through 26, most answers should be around 150 words or less.

2. In what church tradition, if any, were you raised? Are there other church experiences you've chosen as an adult? What is your present church affiliation? List home congregation, pastor's name, and address.

3. Please list your education history (including high school and any vocational or college training).

INSTITUTION:

CITY/STATE/ZIP:

DEGREE:

DATES ATTENDED:

4. Have you ever been convicted of a crime?

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation.

5. List the volunteer, service, political or social organizations with which you've been significantly involved and the nature of your involvement.

6. How long have you been a reader of *Sojourners*? Do you normally read *Sojourners'* website, SojoMail, or magazine? How did you hear about *Sojourners* Internship Program?

7. Within the last 10 years, what five books, music, movies, works of art, and/or magazines have most affected you? Please list them and provide a **brief** explanation.

8. How do you describe your race/ethnicity? Why is it important or not to you?

9. What is your experience with cross-cultural (i.e. racial or ethnic) relationships and interactions?

10. Describe the neighborhood(s) in which you grew up.

11. What urban experiences, if any, have you had? What expectations would you bring to an urban living experience?

12. What group or community living experiences, if any, have you had? What expectations would you bring to a community living situation?

13. Because of limited space, some of our interns may need to share bedrooms by pairs. If necessary, would you be willing to do this?

14. What are your vocational goals for the next five to 10 years?

15. What are your expectations from a *Sojourners* internship?

16. Are there population groups or issues that are of particular interest to you? Please explain.

17. What skills, such as typing, database, clerical, phone, sales, administrative, mechanical, language fluency, etc., do you have that you would like to use in your work with us?

What is your experience with a computer?

Operating systems?

Office (e.g. word processing, database, spreadsheets)?

Web?

Graphics?

Approximate typing speed (wpm)

Language fluency?

Other skills?

18. What are your strengths? When do they usually become apparent?

19. What are your weaknesses? When do they usually become apparent?

20. Please rate yourself on the following characteristics and abilities (1 = one of your weakest areas; 5 = one of your strongest areas) by **bolding** the appropriate number. In addition, please underline the three attributes listed below that best describe your gifts.

Creativity	1 2 3 4 5
Maturity	1 2 3 4 5
Initiative	1 2 3 4 5
Self-confidence	1 2 3 4 5
Sensitivity	1 2 3 4 5
Leadership	1 2 3 4 5
Independence	1 2 3 4 5
Team Approach	1 2 3 4 5
Dependability	1 2 3 4 5
Organization	1 2 3 4 5
Sense of Humor	1 2 3 4 5
Flexibility	1 2 3 4 5

21. How do you usually respond to stressful situations?

22. How do you resolve conflict?

23. What is your most successful work style (e.g. in a group, independently, or with more or less supervisory support)? Explain.

24. What is your approach to problem-solving difficult or unfamiliar tasks?

25. What information would be helpful for your supervisor to have regarding your work habits?

26. Interns are placed in specific roles and departments depending on organizational needs, and may be placed in the following departments. Please indicate your departmental preferences (1-high interest; 2-moderate interest; 3-low interest; 4-no interest).

Editorial 1 2 3 4

The Editorial Department is responsible for the editorial content of all publications (paper and electronic) of Sojourners, including *Sojourners* magazine, Sojo.net, SojoMail, study resources, and any other literature produced. Its tasks include planning, writing, soliciting, and editing articles for inclusion in the magazine.

Marketing 1 2 3 4

The Marketing Department is responsible for the marketing activity of Sojourners, including new subscriptions, renewals, and advertising for the magazine, Sojo.net, and SojoMail, list rentals, and sale of resources.

Development 1 2 3 4

The Development Department is responsible for the development work of Sojourners, including the recruitment and cultivation of donors and the generation of foundation grants.

Policy and Outreach 1 2 3 4

The Policy and Outreach Department is responsible for legislative research, bipartisan education and networking on Capitol Hill; policy strategizing; constituency building; organizing events and campaigns initiated or supported by Sojourners; and participation in coalitions and partnerships with other organizations.

Executive 1 2 3 4

The Executive Department is responsible for all infrastructure related to the public ministry of the CEO, Jim Wallis, including his schedule, speaking events and writing projects.

Media 1 2 3 4

The Media Department is responsible for soliciting and shaping all national, state, and local media coverage for the organization and planning all media events.

27. ESSAY QUESTION (Please answer fully and honestly, including any information you consider to be relevant and please limit your response to no more than 650 words.)

Sojourners' mission is to articulate the biblical call to social justice, inspiring hope and building a movement to transform individuals, communities, the church, and the world. As an organization, we celebrate with joy the gift of sharing our lives with each other, and strive to create community individually and corporately. A year at Sojourners is likely to be touched by these elements. What, in particular, attracts you to apply for a year of living and working with Sojourners? How is Christ's call to ever-deepening faithfulness, spreading the gospel, and working with issues of peace and justice shaping your life currently?

28. Do you foresee any specific difficulties—i.e. financial, logistical, time constraints—for your participation in Sojourners Internship Program?

29. Do you have any additional comments you would like to make?

30. If not selected for Sojourners intern program, would you allow Sojourners to release your contact information to other non-profit, religiously-based volunteer or educational programs for possible consideration in their program?

31. Please ask three people—a *peer*, an *employer*, and a *teacher or pastoral leader*—to write a letter of recommendation for you using the attached forms. Instruct them to return the letters directly to Sojourners Internship Coordinator by **March 1, 2011**. References can be mailed to 3333 14th St. NW, Suite 200; Washington DC 20010, emailed to volunteer@sojo.net (preferred), or faxed to (202) 328-8757.

Please list here the **names, addresses, and phone numbers** of those people who will be sending us letters on your behalf.

1. Peer

2. Employer

3. Pastoral leader or teacher

SOJOURNERS Internship Program
EMPLOYER REFERENCE FORM

Sojourners is a renewal movement within the church, firmly fixed in the long history of Christian renewal movements. Sojourners is a progressive Christian voice with an alternative vision for both the church and the society. We preach not political correctness, but compassion, community, and commitment. We refuse to separate personal faith from social justice, prayer from peacemaking, contemplation from action, or spirituality from politics. And we passionately believe in the power of hope. To learn more about Sojourners, please visit our website at www.sojo.net.

Our interns live together in a house near the Sojourners office in Washington, D.C. They build community among themselves through regular gatherings for prayer, study, and faith sharing, as well as joining with Sojourners staff in study, ministry, retreats, and public witness. Room, board, health care needs, city transportation, and a modest stipend are provided.

Sojourners Internship Program is open to anyone 21 years or older, single or married without dependents. A one-year commitment is required. Sojourners is an equal opportunity employer and it is our policy to provide internship opportunity to all qualified persons without regard to race, creed, color, gender, sexual orientation, age, national origin, ancestry, physical or mental handicap, or veteran status.

Your Name _____

Address _____

Phone _____

Name of Applicant _____

Relationship to Applicant _____

Sojourners interns are placed in work situations where they must learn quickly, be organized, take initiative, be prompt, and adapt to busy, sometimes stressful, work environments. They work full-time jobs. They must work well with supervisors and others, as well as manage and prioritize their work independently.

Your honest evaluation will help us tremendously in making the best placements for our program. If you have any questions, please call the program director at (202) 328-8842. Please return this reference by email (preferred), mail, or fax, by **March 1, 2011**, to:

Sojourners Internship Program

3333 14th St. NW, Suite 200; Washington, DC 20010

- Fax (202) 328-8757
- volunteer@sojo.net

1. Please evaluate the skills the applicant brings to this kind of work experience. What strengths and weaknesses did you observe in the applicant in the work setting?

2. What specific comments would you make to the applicant's new supervisor for building a positive and effective work relationship?

3. Please rate the applicant on the following characteristics and abilities (1 = one of the applicant's weakest areas; 5 = one of the applicant's strongest areas) by **bolding** the appropriate number. In addition, please underline the three attributes listed below that best describe the applicant's gifts.

Creativity	1 2 3 4 5
Maturity	1 2 3 4 5
Initiative	1 2 3 4 5
Self-confidence	1 2 3 4 5
Sensitivity	1 2 3 4 5
Leadership	1 2 3 4 5
Independence	1 2 3 4 5
Team Approach	1 2 3 4 5
Dependability	1 2 3 4 5
Organization	1 2 3 4 5
Sense of Humor	1 2 3 4 5
Flexibility	1 2 3 4 5

4. Overall, how would you rate the applicant?

- Exceptional
- Recommend highly
- Very good, with no reservations
- Acceptable
- Some reservations
- Weak

THANK YOU FOR YOUR TIME AND CONSIDERATION.

SOJOURNERS Internship Program

P A S T O R A L R E F E R E N C E F O R M

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Your Name _____

Address _____

Phone _____

Name of Applicant _____

Relationship to Applicant _____

Sojourners interns are invited to an environment of intense learning and faith development. We require a high level of commitment and a willingness and openness to learning. We are not looking for individuals who come to us with all the answers, but who come with questions. Your honest evaluation will help us tremendously in making the best placements for our program. If you have any questions, please call the program director at (202) 328-8842. Please return this reference by email (preferred), mail, or fax, by **March 1, 2011**, to:

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- volunteer@sojo.net

1. Please reflect on why you think Sojourners Internship Program would be a good experience for the applicant. Include strengths and weaknesses the applicant offers to the experience.

2. How would you describe the applicant's faith journey?

3. Please rate the applicant on the following characteristics and abilities (1 = one of the applicant's weakest areas; 5 = one of the applicant's strongest areas) by **bolding** the appropriate number. In addition, please underline the three attributes listed below that best describe the applicant's gifts.

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PEER REFERENCE FORM

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Phone _____

Name of Applicant _____

Relationship to Applicant _____

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3333 14th St. NW, Suite 200; Washington, DC 20010

- Fax (202) 328-8757
- volunteer@sojo.net

1. Please reflect on why you think Sojourners Internship Program would be a good experience for the applicant. Include strengths and weaknesses the applicant offers to the community experience.

2. Please describe an experience in which you have seen the applicant respond to conflict.

3. Please rate the applicant on the following characteristics and abilities (1 = one of the applicant's weakest areas; 5 = one of the applicant's strongest areas) by **bolding** the appropriate number. In addition, please underline the three attributes listed below that best describe the applicant's gifts.

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