

## **We.'RE (We aRe Emissaries) Internship Program**

A ministry of La Viña de Agua Viva

**Purpose:** Many people who attend a short term mission trip long for something more in depth. While a week can open eyes and hearts, spending more time on the field exposes people to missions behind the scenes. We hope people will experience life as a missionary and develop a greater understanding of and appreciation for living and working within a different culture. The purpose of this program is to provide an opportunity for longer term, although not permanent missionary experience.

**Intern vs. Volunteer:** An intern is not a volunteer. Volunteers are tourists or residents who spend as much or as little time as they like helping LVAV in whatever capacity they choose. An intern is a staff member and co-missionary with missionaries serving on staff at LVAV. As a staff member, the intern is held to higher expectations than a volunteer. The intern must work full time for LVAV in whatever capacity they are given. Usually interns shadow a missionary, experiencing life as a missionary for the duration of the internship. Interns go to staff meetings and may be given keys to the church or the office. While volunteers are always needed and help run the organization, interns receive a much more in-depth and authentic missions experience. Often interns may be exploring the possibility of becoming a full-time missionary. The internship is designed with those people in mind, although it is open to anyone.

**Time:** An internship may be any time frame from 2 weeks to 1 year. However, longer experiences are generally more fruitful.

**Cost:** The intern is responsible to pay for 100% of his or her travel expenses. Interns are also expected to pay LVAV the following amounts for room, board, and materials. Sending churches may sponsor interns. Payment due to LVAV *before* arrival varies by length of stay as follows:

\$150 USD per week  
\$500 USD per month

In return for paying the stated amount, the intern will receive housing, most meals, and mission experience. The intern is responsible for his or her own transportation to Puerto Rico, and extra expenses incurred while here, including but not limited to: clothing, dining out in restaurants, recreation, etc.

**Spanish:** Although being fluent in Spanish is certainly not a requirement, interns will tend to learn more and have a better overall experience if they are able to communicate with nationals. We do require that all interns attempt to learn some Spanish while they are here. Interns may take Spanish classes here, hire a Spanish tutor, study Spanish books, or simply attempt to talk with people, but must make some effort.

### **Expectations:**

- Interns are strongly encouraged to attend a week long mission trip to Puerto Rico (although not required) with a team before applying as an intern. Previous experience has shown that interns who had been to PR before had a better idea of what to expect and a better overall experience.
- *Drinking/Smoking:* Regardless of personal feelings or beliefs, interns are expected not to drink alcohol of any kind for the duration of their internship. Interns are also expected not to go to bars or dance clubs, regardless of whether or not drinking is involved. Ideally interns would not smoke while they are here. If an intern absolutely cannot quit for their internship, every effort should be made to smoke discreetly, not in public, and never on outreaches. As a missionary in a different culture, different rules must guide the intern's actions and behaviors at all times. In Puerto Rico, unlike other North American or western countries, sipping a beer could quite possibly render missionary's ministry and outreach totally ineffectual!
- *Dress Expectations:* Puerto Rico is hot most of the time. What you wear on your off time is your decision. Although tank tops (non-spaghetti strap) are permitted, remember when packing that erring on the side of modesty will not offend anyone. Keep in mind; what an North American considers conservative dressing may not fall under a Puerto Rican's definition of conservative dressing. Men should bring jeans or dress pants for church. Women will be comfortable in modest jeans, capris or a dress. Bring rain gear.
- *Discipleship Training:* Interns will be required on the first two weeks of arrival to take a discipleship training class.
- *Work Week:* Interns are expected to work 5 ½ days a week. Each intern will be allotted one day off every Monday, along with the rest of the staff. LVAV staff will tell the intern where to go and what to work on. The intern

may or may not have a say in what he or she will be doing any given day. Expect to work 50-60 hours each week. This may include office work such as answering emails, sorting donations, or making copies. On Sundays, interns are expected to attend church services, unless informed otherwise. Interns may also be encouraged to attend a weekly Bible study, Bible clubs, prayer meeting or youth group in Spanish. Although these can be difficult for non-Spanish speakers, they strongly aid in language acquisition, cultural exposure, and in forming quality relationships.

- *Quiet Time*: Interns are expected to have some form of quiet, personal time to read and study the Bible as well as pray. Missions can be stressful and hard at times. Maintaining a close personal relationship with Jesus Christ is essential.
- *Reflections*: Interns are expected to write a weekly 1-page reflection (at least) on what they have experienced, likes, dislikes, cultural analysis, things he or she has learned, frustrations, and triumphs. On an individual basis, interns may be assigned an accountability partner in addition to or in place of weekly reflections. Being honest about temptations and frustrations as an intern will enrich the intern experience.
- *Projects*: For interns staying three months or more, each intern will be asked to develop a program or project of the intern's choosing that may be permanently implemented in Aguadilla, PR. The project could range from developing an English or Spanish curriculum, to redecorating a church, to working within a specific ministry. All projects will need to be approved before implemented, and interns are expected to write up a proposal and submit it within the first month of their stay. LVAV staff may suggest or aid an intern in choosing a project.
- *Relationships*: As an intern, refrain from forming new romantic relationships here in Puerto Rico. Interns are expected to devote their time and energy to the LVAV ministry, not to looking for a mate.
- *Integrity*: Interns are expected to conduct themselves with honesty and integrity at all times, respecting those in authority on staff.
- *Association*: Once interns have been accepted to the program, they have an association with LVAV. Should the intern want to, for any reason, return to Aguadilla within two years after completing the program, interns promise and agree to ask LVAV staff for the okay to come, even if the former intern is only coming for vacation. The reason for this is that if any one recognizes a former intern in a bar or dance club, or involved in any other kind of questionable activities or bad behavior, even a year after the internship, the intern still carries an association to LVAV and will reflect badly on LVAV which may negatively impact the ministry.
- *Any violations of the above expectations may provide adequate reason for LVAV to release the intern from the internship prior to completion. The intern would then be sent home at his or her own expense and their sending pastor informed of the violation.*

**Responsibilities of LVAV to the Intern:** LVAV will provide housing and most meals. You will eat with host family. Do not expect them to provide a menu. You will eat what they cook. Otherwise you are on your own at your extra expense. Transportation in and around Aguadilla will be dealt with on an individual basis. LVAV will provide access to a phone to allow the intern to call the United States or Canada. LVAV will also allow the intern to experience life as a LVAV missionary.

**Housing:** Interns are usually placed in a Puerto Rican home to maximize the amount of cultural exposure they receive. Special circumstances requiring different housing, such as a disability or intern couple will be dealt with on an individual basis, with the best interest of the intern in mind. Interns live and eat with their host family. Homes are carefully selected, ensuring that interns feel comfortable and safe in their living environment. Most interns enjoy their home experience and become very close to their host family. However, as a guest in someone else's home, a certain level of respect is required. Interns will probably be held to certain rules such as curfew or where to eat in the house or levels of tidiness that the family requests. Interns will also be expected to do their own laundry. Most homes will not have washing machine or dryer. You need to either do as your host family does, or have your laundry done at your expense.

**Deadlines:** Interns are required to turn in (via email) the application and any reference letters three months prior to their expected arrival date to allow time for processing. The intern will be informed within 1 month of all requirements being received, (and probably sooner), whether or not they have been accepted to the program. At this point, a telephone interview will be set up to answer in person any additional questions, comments, or concerns the intern may have.

**Application Form below:**

## **We.'RE Internship Application 1-12 Month Year-Round | Summer**

Complete the application below. Save the document as your full name. Email the completed application and the pastoral letter of recommendation to, [lavinaaguaviva@gmail.com](mailto:lavinaaguaviva@gmail.com) , three months prior to arrival.

### **Personal Information:**

LVAV does not discriminate based on gender, age, citizenship, or marital status.

Name:

Date:

Mailing Address:

Phone Number:

Email:

Date of Birth:

Gender:

Country of Birth:

Marital Status:  Single

Married

Divorced

Separated:

Highest Level of Education Received:

### **Emergency Contact Information:**

Name:

Relationship:

Address:

Email:

Phone Number:

Alternate Number:

### **Home Church Information:**

Name of Sending Church:

Mailing Address of the Church:

Phone Number of Sending Church:

Denomination of Sending Church:

### **Pastoral Letter of Recommendation:**

Sponsoring Pastor Name:

Relationship of the Sponsor to the Intern:

Number of Years the Sponsor Has Known the Intern:

Sponsor must send a letter of recommendation detailing both his or her relationship to the intern and why he or she thinks the intern is a good candidate for this position [lavinaaguaviva@gmail.com](mailto:lavinaaguaviva@gmail.com) as part of the application process.

If for some reason a pastor is not the ideal sponsor (i.e. Pastor hasn't known the intern long enough), the candidate may provide an additional letter of recommendation from a non pastor with the pastoral recommendation.

### **Dates:**

**FOR SUMMER INTERNSHIP ONLY:** The dates of the summer internship are June 4-July 30, 2016. Do you have any schedule conflicts this summer that would impact the dates of when you can serve?

Please list desired dates of possible internship including year.

Note: Discipleship training class is given the first 2 weeks of March, June, September and December. Please choose the month in which you will be arriving.

**LVAV BELIEFS:**

- The theological foundation for all that we believe and do is the Kingdom of God. Jesus proclaimed, explained and demonstrated the Kingdom throughout his life and ministry. We define the Kingdom simply as the rule and reign of God and believe that Jesus is the rightful King of every person. The Kingdom of God defines and drives who we are and all we do.
- We believe the Word of God is our absolute authority and the only infallible rule for faith and practice in the Christian life.
- We also believe that the Holy Spirit indwells every believer in Christ.
- Jesus said in John 15:5, "I am the vine; you are the branches. If a man remains in me and I in him, he will bear much fruit, apart from me you can do nothing." Because of this, we value being in the Presence of and experiencing Intimacy with the Father, Jesus and the Holy Spirit.
- We're called to be a Kingdom Community, where Relationships grow and flourish.
- Since relationships are so important, we also value Authenticity. This fellowship should be a place where we are comfortable being ourselves, being real, and where ministry is done without hype and without manipulation
- Jesus not only proclaimed the Kingdom of God, but he demonstrated it through Healing.
- We believe that God has poured his Spirit out on all believers and has generously showered his Church with diverse gifts (Joel 2:28-29).
- Jesus' final command to us was to "Go and make disciples (Matt 28:19)." We value being missional, or outwardly focused, bringing the Good News of the Kingdom of God to our community and the world.

For a full description of our beliefs go to [www.lavinadeaguaviva.weebly.com](http://www.lavinadeaguaviva.weebly.com)

Are you in agreement with the above beliefs? Yes      No

If you answered no, explain areas of disagreement:

Are you willing to work under leadership that holds to these beliefs and not be a source of conflict? Yes      No

**Short Answer Questions:**

How would you describe your spoken Spanish skills?

- I know how to say hola, and that's about it.
- I can find a bathroom and pay my cab driver if I had to.
- I was pretty good at Spanish in high school, but that was a long time ago.
- I can form simple sentences and carry on basic conversations.
- I understand probably about half of what I hear, but sometimes I have trouble saying what I want to say.
- I understand and can communicate fairly effectively, although my grammar needs some work.
- I am fluent.
- Mi español es perfecto.

How do you plan to practice and learn more Spanish while you are in Puerto Rico?

With what denomination do you affiliate yourself and why?

Please list any leadership experiences you've had:

List your past 3 work experiences including the amount of time at each:

Have you ever been convicted of any crime? If yes, please explain.

Are you currently exploring the possibility of being a full-time missionary, and, if so, where?

List any personal characteristics, special knowledge, or skills you have that may be beneficial to LVAV:

Describe your current service in your home church.

List three interesting facts about you that are completely irrelevant to the internship.

Just for fun, list the last two movies you've watched, last two songs you've listened to, and last two books you've read and briefly your reactions.

**Essay Questions:**

Please answer the following questions completely and concisely.

What are you hoping to learn from this internship experience? Why do you want to come here? What are you hoping to get a chance to do while you are here?

Describe how you came to be a Christian and your current relationship with Christ and your local church.

Describe a time in your life that was difficult, what happened, and how you responded.

**Expectations:**

Please check the following signifying that you agree to follow the expectations.

- As an intern, I will attend every meeting and event I am expected to attend.
- As an intern, I will take my responsibilities very seriously, and I am prepared to be responsible for any keys, cell phones, vehicles, and tasks I may be given.
- I understand the pricing system, and I am prepared to pay the required fees in advance.
- As an intern, I commit to improving my Spanish speaking abilities.
- As an intern, I will not drink; I will not smoke in public, or go to any clubs or bars.
- As an intern, I will dress modestly and appropriately.
- As an intern, I am prepared to work long, full weeks, without complaint.
- As an intern, I commit to maintaining a daily quiet time.
- As an intern, I will respect all authority and submit to what I am required to do.
- As an intern, I will submit all reflections and project proposals on time.
- As an intern, I will respect the home and family I stay with.
- As an intern, I will refrain from beginning new romantic relationships in Puerto Rico.
- For 2 years following my internship, I will obtain permission from LVAV for any visits to Aguadilla, PR.
- I ascertain that all responses contained in this application are true, complete and accurate to the best of my knowledge.
- I understand that violating these expectations is grounds for my dismissal, at my expense, from the internship program prior to completion.

Name            Date

I have read the above and agree to the terms.

By writing your name in the above box, you are electronically signing this document.

**A printed copy of these five pages to be kept on file must also be completed, SIGNED, and mailed to:**

**La Viña de Agua Viva**  
**C/o Luis Irizarry**  
**P O Box 4443**  
**Aguadilla, PR 00605**