2027 Summer Missions Internship
Experience Mission

APPLY NOW!

Role: Outreach and Hospitality Coordinator *(EM Summer Staff)*

Location

1 of Experience Mission's 2027 Mission Trip Communities

Navajo Nation (Arizona); Appalachia (Kentucky/Tennessee/North Carolina); Muskegon, MI; New York City; Burnett County, TX; Portland, ME; Savannah, GA; and Costa Rica

About the Internship

EM Summer Staff are invited to spend a summer serving alongside local communities, visiting mission teams, and EM Community Partners. This is an opportunity to lead with humility, build meaningful relationships, learn from the communities you enter, and trust that God is already at work.

As an **Outreach and Hospitality Coordinator**, you'll work on a team of 3-5 Summer Staff members and coordinate the day-to-day experience for visiting mission teams. You'll gain hands-on experience in leadership, communication, organization, problem-solving, and servant leadership while working alongside a team and community partners.

How the Summer Staff Team Works:

Each community has a team of 3-5 Summer Staff members who work together to coordinate and implement short-term mission trips. Responsibilities are shared across four roles:

- **Trip Coordinator**
- **Construction Coordinator**
- **Outreach & Hospitality Coordinator**
- **Work Projects Coordinator**

While each role has specific responsibilities, Summer Staff work as a team and step in to support one another as needed.

Compensation

Weekly Stipend: **$325/week** (starting with on-site setup week)

+ basic living expenses covered (food/lodging) for ther duration of the internship

Travel Stipend:

$700 for most interns
$800 for Navajo Nation and international communities

Suggested Fundraising:

A personal EM fundraising profile and resources to raise additional support. 100% of raised support will be paid to you at the end of the summer.

Responsibilities

Before the Summer:

- Complete leadership development activities, including readings, videos, and training modules
- Participate in a video call with your EM Community Coordinator
- Connect with the Trip Coordinator individually and with all other Summer Staff team members
- Participate in required Summer Staff training: May 17-21, 2027 in West Michigan.
- Submit required hiring documents

During the Summer:

As the Outreach and Hospitality Coordinator, you will:

- Work closely with local partners to coordinate and facilitate logistics surrounding all outreach opportunities (schedule, what teams will do, amount of people at each outreach, etc.)

- Help mission teams prepare for outreach opportunities (including but not limited to; nursing home visits, serving meals, cleaning homes, Kids Cub *specific locations)
- Work with local partners closely
- Grocery shop for all meals (shopping lists provided)
- Lead meal preparation (menu and cooking manual provided)
- Maintain inventory of food and supplies
- Maintain food safety and cleanliness standards
- Oversee lodging facilities (clean, supplies stocked, etc)
- Create cleaning schedules for mission teams
- Lead morning prayer / daily send-off for teams (materials provided)
- Facilitate/participate in Team Gathering, a time of devotion and debriefing (materials provided)
- Participate in daily team leader meetings to communicate details and debrief issues
- Manage weekly schedule - create and communicate backup plans when things fall through
- Coordinate with Trip Coordinator Team Lead to maintain budgets
- Support your Summer Staff teammates in their roles & responsibilities

Training, preparation, and best practices for these responsibilities will be provided during Spring/Summer Staff training and on-the-ground setup weeks.

Qualifications

We're looking for someone who:

- Is dependable and able to adapt when plans change
- Communicates clearly
- Is willing to learn, receive feedback, and lead with humility
- Has previous mission trip experience (preferred)
- Has previous leadership experience (preferred)
- Has experience cooking for groups (preferred)
- Has CPR/First Aid Training *(Required, but can be obtained and submitted being hired)*