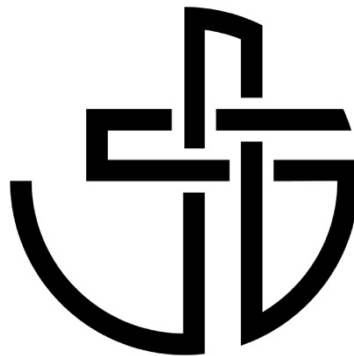


# World Communion of Reformed Churches



## INTERNSHIP PROGRAMME

**2024**

## APPLICATION FORM

**Applicants**, please read the following information carefully and answer all questions in this form, then send the completed application, a curriculum vitae (résumé), and letter of motivation to the office of your national church (*must be a WCRC member church*) for endorsement. The head of your national church should endorse the application and send it to the address listed below by **15 March 2024**.

**Endorsed applications should be sent preferably by email to:**

The General Secretariat  
World Communion of Reformed Churches  
Knochenhauerstr. 42  
30159 Hannover, Germany  
**Email: [gs@wcrce.eu](mailto:gs@wcrce.eu)**  
(Fax: + 49-511-8973-8311)

## **WCRC Internship Programme**

Called to communion and committed to justice, the World Communion of Reformed Churches (WCRC) has two internship openings for highly qualified persons who are interested in gaining valuable experience working with an international ecumenical organization. Each internship will be for 16 months based in the WCRC offices in Hannover, Germany.

This opportunity is open to individuals aged 30 or younger, including ministers, seminarians, or Christian professionals with interest in working for their churches or the ecumenical movement at any level.

### **Qualifications**

- Member of a WCRC member church (including associate and affiliate members) identified as having potential for a future leadership role for the church.
- Interest in Reformed identity, Christian unity, justice in the world and ecumenical engagement.
- Ability to work in the English language fluently; reading at least one of French, Spanish, German, Bahasa Indonesia, or Korean would be a strong asset.
- Ability to work in a multicultural team.
- Previous experience in one or more of the following programme areas: communications, administration, ecumenical engagement, justice, theology, or advocacy.

### **Key areas of responsibility and learning**

An internship is essentially a learning experience. However, it is a means of learning in which the interns bring a high quality of gifts which they put at the disposal of the organization and through practice gain new skills and abilities to apply their gifts in the setting of an internship with minds on applying them in their home countries. Therefore, the intern will be assigned tasks that s/he will be expected to perform at a high level.

The intern will be provided with a range of experiences within the WCRC, working closely with the programme offices, and the General Council offices, as well as in administration and communications. The specific areas of work are as follows:

#### *1. Communications and Administration*

Under the supervision of the Interim General Secretary and administrators, the intern will experience how the WCRC presents itself to its members and the public, how it prepares for and executes a General Council, as well as how it functions as a global, non-profit organization, down to the details.

#### *2. Theology, Communion, and Ecumenical Engagement*

Under the supervision of the Executive Secretary for Communion and Theology, the intern will be engaged in studies in Reformed identity and theology, ecumenical engagement, bilateral dialogues with other Christian world communions, interfaith dialogue, and other related areas.

### *3. Justice and Witness (including economic, climate, gender, and racial justice)*

Under the supervision of the Executive Secretary for Justice and Witness, the intern will be doing work related to justice in the economy and the earth, gender justice, and the inclusion of young people in the life of church and society. The intern will be involved in planning and executing consultations and publications related to this area.

### *4. Mission and Advocacy*

Under the supervision of the Executive Secretary for Mission and Advocacy, the intern will support the accompaniment of member churches as they strive to become more actively involved in critical issues that impact their communities, working especially through the GRAPE (Global Reformed Advocacy Platforms for Engagement) project.

The intern will also have a chance to learn from the rich resources in the WCRC office about the interrelatedness between the above programmatic foci of the Communion.

### **Dates**

One internship position will begin from July 2024 and the other from September 2024. Each for 16 calendar months. The intern is then expected to be active within her/his home church in the months after finishing the internship. Post-internship home-church activities will include speaking about the intern's experiences with the WCRC.

### **Location**

The internship will take place in Hannover, Germany, in the offices of the World Communion of Reformed Churches. Travel to consultations, dialogues, or other meetings is also planned.

### **Cost**

The cost of the internship will be shared between the World Communion of Reformed Churches and the intern or the intern's home church. The internship programme is sponsored by the *Evangelische Mission Weltweit* (EMW) and WCRC member churches. As such, the majority of expenses are covered (including travel, housing, medical coverage, and a small stipend). However, **interns are asked to raise some of their own funds**, either through their home church or via individual sponsorships. Interns and/or their churches that genuinely will not be able to contribute to this or will be able to contribute only a fraction will not be at a disadvantage in the selection process.

# Interns' Programme Application Form 2024

(Please type or write all answers clearly)  
The application deadline is 15 March 2024

Please attach or  
include a  
recent photo

**1. Names**

Family name .....

First name(s) .....

Church membership .....

**2. Contact information**

Postal address name .....

Street number and PO Box .....

.....

City or Town ..... Province or State .....

Postal or Zip code ..... Country .....

Telephone (country code/city code/number) .....

Fax (country code/city code/number) .....

Email .....

**3. Date of birth** (day/month/year) ..... / ..... / .....

**4. Nationality** .....

**5. Gender** Female..... Male.....

**6. Marital Status** Single..... Married.....

**7. Occupation** (if student, which field) .....

.....

**8. What is your mother tongue?** .....

**9. WCRC operates in four official languages. Please mark with an "X" to indicate**

- the languages you **speak**
- the languages you **understand**
- the languages you **read**
- any other languages you speak, understand or read

	English	French	German	Spanish	Other(s):
<b>Speak</b>					
<b>Understand</b>					
<b>Read</b>					

**IMPORTANT: Please answer the following questions on a separate piece of paper:**

- A. Why are you interested in the ecumenical movement?
- B. Why are you interested in being an Intern of the WCRC?
- C. Describe yourself in five sentences.
- D. What gifts and competencies will you bring to the internship?

**IMPORTANT: Please read and sign the following declaration:**

1. I understand that the WCRC, through a grant from EMW, will provide me with housing, medical insurance, and a small stipend to cover living expenses. I understand that I (or my church) will be asked to cover a part of these expenses, including those for travel between my home country and Germany.
2. Please check one of the following:
  - ☐ I am able to pay for my entire return travel cost (airfare) to Germany.
  - ☐ I request a partial subsidy for my travel cost (airfare) to Germany and I am prepared to contribute .....
  - ☐ I am unable to contribute anything to my airfare to Germany and request a full subsidy for my international travel.
  - ☐ I/my church will be able to raise ..... (enter amount) to contribute towards the internship.
3. I confirm that I will work as a full-time intern in Germany for 12 months and commit to speaking about the WCRC to my home church after the completion of my internship.

**Signature** .....

**Date** .....

**IMPORTANT: Please follow this endorsement process**

The head of your national church must endorse this application. When you have answered all of the above questions send this form to the office of your national church, requesting that it be endorsed by the head of your church (General Secretary, Moderator, President, Stated Clerk, Synod Clerk, Bishop, etc.). The office of your national church must then send your application to the General Secretariat of the WCRC.

**Endorsement by** .....

**Position** .....

**Church** .....

**Date** .....

**Remember to include a curriculum vitae (résumé) and letter of motivation.**

**Only fully completed and endorsed applications will be considered.**

**Send completed applications to [gs@wcr.eu](mailto:gs@wcr.eu).**