
Internship FAQ

Thank you for your interest in pursuing an internship with New York GO summer missions. Since the program started in 1986, we've had a number of interns greatly impacted by their experience here, and greatly helpful to the life and energy of the project. You will develop relationships with New York GO staff and participants that will last far beyond the summer. We know you have many questions about what all the internship entails, and we will attempt to answer those questions here. We also know that New York City can seem like a very scary place, especially if you've never been here before, and we want you to know that **safety of our staff, interns, volunteers and program participants** is our top priority. These are some things you can expect from your internship with us:

- **Spiritual Growth** – Develop your personal relationship with Jesus Christ through Bible studies, interpersonal relationships and prayer
 - **Intensive Training** – Sharpen your spiritual, personal and professional skills during New York GO's summer missions experience.
 - **Hands-on Ministry Experience** – Work intimately with youth and leaders, practicing skills, being mentored and growing through practice
 - **Mentoring** – Participate in weekly supervision meetings that develop your professional skills, as well as focus on your emotional wholeness and spiritual maturity
 - **Career Direction** – Clarify and confirm your gifts and passions, as well as discern your calling
 - **Evangelism** – Experience opportunities to share the Gospel of Jesus Christ
 - **Earn Money** – Earn up to \$3,000 (see “Support Raising” below)
 - **What is support raising (and how much of it do I need to do)?** – All interns are expected to have a *prayer & support team* surrounding them. An internship with New York GO is a spiritual missionary experience and requires a great amount of prayer support. Interns are required to raise support for their missionary experience. Summer interns must raise a minimum of \$1,500 per month. This money is used to cover room, board, training and other internship expenses. That amount **must be raised prior** to the summer internship. Interns are highly encouraged to raise above-and-beyond the \$1,500 per month. Any additional funds raised will be used for an intern's stipend. For IRS and tax reasons, the maximum amount a summer intern can make is \$3,000 (a total of \$6,000 for two months).
 - **How do I raise my support?** – New York GO will walk through the entire support raising process with you and given advice on how to build and communicate with your prayer & support team. Support raising materials will be sent out immediately after interns are accepted.
 - **What if I don't raise my support?** – If you do not raise the minimum \$1,500 prior to the beginning of your internship, you may not be able to be an intern with New York GO. We will work with you as much as possible to ensure your success in this area. No money given to New York GO on your behalf can be refunded if an intern cancels or does not raise the total amount necessary. It will be used in the development of New York GO.
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- **Where will I live during my internship?** – Summer interns will be housed with local host families or staff. You will be connected so that you can connect with them prior to arriving in NYC.
- **Activities** – You will work alongside New York GO staff and the participating student groups to reach out to the people of NYC. We believe that the greatest growth and maturity can occur when we take ourselves out of our comfort zones and interns and participants will be encouraged to go to The Next Level through active participation in the following:

Mercy Ministry – We will devote at least one day a week to ministering to the homeless and less fortunate in our city. Students will have a chance to pack “love bags” filled with toiletries, food, water, a Bible, and other necessities. We will then go out into the city to distribute the bags, talk and pray with those we meet, and find other ways to show them the love of Jesus.

Evangelism – We want each student to leave NYC having shared his or her faith with at least one person. This can occur in any number of ways (personal testimony, discussion of Christianity with someone of a different faith, traditional presentation of the Gospel...) and in any number of different settings (conversation on the subway or ferry to the Statue of Liberty, Central Park, street evangelism, etc.). Students should be comfortable with talking about Jesus with others and we will provide training on how to be better equipped with this often terrifying (though it shouldn't be!) element of our call as followers of Jesus.

Prayer – We believe that Prayer is the most powerful and under-utilized tools Christians have. Students will be pushed (sensitively) to engage themselves in conversation with their Creator. We will pray over different parts of city, walk through different neighborhoods asking God to bring His Light to the darkness, pray with people walking the streets on Manhattan, and pray for each other as brothers and sisters in Christ. We want to be people devoted to a lifestyle of prayer and hope to equip and encourage participants to desire the same.

Work/Service – There are plenty opportunities to serve New York City and never enough laborers! Through a variety of friends, neighbors, and partners in the city, students have a chance to serve the Lord through work/service projects such as: painting public school classrooms, picking garbage up on the streets and in parks, amateur “construction” projects at local churches, volunteer labor for partner ministries, etc.

Children's Outreach – There are multiple parks, playgrounds, and city blocks in our neighborhood *filled* with children who need to experience the love of Jesus. We engage our groups in “Kids' Klubs” every afternoon to interact with the children through games, songs, stories that convey positive life lessons, crafts, snacks, and any other fun, creative ideas **you** may have! We will visit the same site(s) each day so that participants will have a chance to really get to know and build relationships with the kids in our community.

Administrative – Another important role of interns is all of the behind-the-scenes work that goes into the planning and execution of each day. This includes anything from preparing training materials, updating The Blog, documenting ministry activities (photo, video), and other needs as they arise.

We hope this give you a good idea of what the summer will be like. Please see the additional enclosed information on support raising. Please do not hesitate to ask any other questions. Please email us at info@newyorkgo.org or your contact person at New York GO.

Support Raising for Short-Term Missions

Those who prepare for short-term missions will encounter a variety of obstacles along their way. Few, however, are as challenging (and potentially discouraging) as raising support. In fact, for most considering short-term missions, support raising stands out as the single most significant reason for choosing to stay home. Such apprehension is normally based on unfounded anxiety or a simple lack of understanding of the process. Raising the necessary support can be an exciting experience. It might even be suggested that Biblical support raising serves as a divine introduction to the adventure of faith, which is short-term missions.

Those most experienced in raising support for short-term missions properly begin by laying a strong Biblical foundation. Without lengthy exposition, however, these passages easily reduce to a basic principle, which is key to any successful fundraising effort. It is stated as follows: Throughout the Bible God has ordained that those who enter a full-time ministry situation are to be supported by the people of God. This is demonstrated by provisional guidelines for the Levitical priests (Numbers 18), by Jesus' instructions to His disciples (Matt. 10:9-10), and even by Jesus Himself (Luke 8:3), for "a worker is worthy of his hire" (Luke 10:4-7). Paul also writes that, "the Lord has commanded that those who preach the Gospel should receive their living from the Gospel" (1 Cor. 9:14). Lengthy exposition can, of course, add detail and clarity (1 Chron. 29:14-17, Neh. 1-2, Ex. 35:4-9).

Another key principle to successful support raising is found by answering the question: "Why do people give?" Many helpful studies have considered this question with positive results. To some it may seem that to answer such a question for the purpose of raising funds is a step towards manipulation. The fact is that by examining this question, those in ministry are then enabled to be more keenly sensitive to the true needs and desires of those who support them. Positively, the four basic reasons that people give are grounded in Biblical truth.

1. **People give because they are informed.** Therefore, those approaching a short-term missions trip must somehow communicate the following to their supporters:
 - a. Who are you?
 - b. Where are you going?
 - c. Why are you going?
 - d. Who are you going with?
 - e. What do you expect to give to others through the mission project?
 - f. What do you expect to receive from the experience?
 - g. How long will it take?
 - h. How much will it cost?
 - i. How much money is still needed?
 - j. How will the money be used?
 - k. How can others become involved?
 - l. What you expect from the ministry project
 - m. Your need for people to pray about providing financial support
2. **People give because they believe their gift will change lives.** The supporter must feel that their involvement will somehow make a significant difference in the lives of others. Therefore, those who give must believe that:
 - a. Your life will be changed
 - b. The unsaved will be reached with the gospel
 - c. The Church will be built up and encouraged
 - d. God's work and will shall be done.
3. **People give because they are valued and made to feel a part.** Supporters must feel that they are as much a part of the mission trip as the person who travels. They must sense appropriate gratitude from those to whom they give. Therefore, the following ideas are suggested:

- a. Take a genuine interest in them (beyond their involvement)
 - b. Communicate with them before, during, and after the trip
 - c. Communicate your dependence and their importance. Remember birthdays, Christmas cards, phone calls, etc.
 - d. Pray with them and for them.
4. **People give because you are completely sold out on the project.** People will not give to someone who is uncertain of their commitment to a project. If you are not convinced, why should they be? On the other hand, if you are convinced, but don't express it outwardly, what good is it? Therefore, when communicating your mission, remember:
- a. Be enthusiastic, confident, and excited!
 - b. Share why you believe in the project.
 - c. Be able to clearly communicate the value and purpose of the ministry.
 - d. Share how the ministry trip fits in with your personal goals and objectives.

Practical Points for Writing a Quality Support Letter or Email:

1. The basic format should follow this outline:
 - Paragraph 1: Greetings and explanation of project
 - Paragraph 2: The reasons behind your desire to be part of the project, what you hope to accomplish there.
 - Paragraph 3: Explanation of your support needs and how you are raising that sum, specifically asking if the recipient of your letter would share in your ministry.
 - Paragraph 4: A word of thanks to the person for considering being a part of your support family, indicating that you will continue to be in contact as your project develops.

(Add a person note on every letter.)
2. Keep the sentences short. Thirty words are too many, average length should be 15 words.
3. Keep paragraphs short. Several short paragraphs are visually more attractive than fewer longer ones.
4. Letter should always be neat, and only one page.
5. Letter should be typed on a good quality typewriter with a good quality ribbon, or on a computer.
6. Letter should be printed, or copied on a high quality copy machine. Never mimeograph or carbon copy.
7. Paper color should be soft, neutral (white, buff, light canary, etc). Stay away from bright, harsh colors. These colors make the letter hard to read.
8. The full name and address of your ministry should be included in the letter, as a postscript or on the enclosed return envelope.
9. The envelope should always match the paper in color and texture, and your return address should always be on the envelope.
10. Always use a singular greeting (Dear friend, not Dear friends).
11. Letter should be positive, informative, and personal (feel as if it is written to one person).
12. Letter should express warmth and appreciation (using words like share, invite, and please).
13. Be sure to include answers to primary questions (see "why people give").
14. Always encourage people to support you in prayer.
15. Make it easy to give; include a response card or envelop addressed to your ministry.
16. Command the readers' attention in the opening sentence. Begin with a short story, startling statement, personal reference, etc.

“Don'ts” for Support Letters:

1. Don't write the letter longhand . . . type it! To add a personal touch to your letter, write a short personal note at the bottom. Doing this not only personalizes the letter, but your reader will be much more likely to read the body of the letter with a note at the bottom. Be sure that in your note you acknowledge your relationship with the reader. Anything that helps to say, "I know who you are." Also, by underlining certain more important words in red toward the end of the letter, it will draw attention down the page while emphasizing more important ideas ("please pray," etc). Another touch is to type the word "Dear" at the top and write the person's name in longhand.
2. Don't use inexpensive or poor quality paper, or an old typewriter.
3. Stay away from cartoons and drawings (fish, smiley face, etc).

General Comments on Good Support Letters:

1. The letter should visually invite people to read it.
2. The first letter must be exceptional. It establishes your credibility for future contacts.
3. Have two or more people read the letter. Have them check for grammar, spelling, and content.
4. Plan to do several rewrites. Re-check them for grammar, spelling, and content.
5. Spending a little extra money for printing and paper will pay off in the end. A poorly printed letter may cause a bad impression and the results will be negative.
6. Pray about your letter. It is as important as prayer for your ministry because it may make your ministry possible.
7. Always write a thank you letter to someone who pledges prayer or financial support.
8. Let your supporters know that you will be writing a follow-up letter from when you return from your project. Do so within three weeks of returning.
9. Take a copy of the addresses of your supporters on your trip. Send them a postcard stating what and how you are doing and thanking them for sending you.

A sample letter is attached.

Sample Support Letter

Dear Mr. and Mrs. Thomas,

I'm looking forward to one of the most exciting experiences of my life! This summer I'll be joining New York GO in reaching at-risk youth in NYC through their summer missions program, The Next Level. Our mission this summer is two-fold. First, we anticipate making a contribution to the progress of the great commission in NYC. But, perhaps just as significant, we'll each get a real taste of missionary life.

When I step off the plane on June 5th, I'll plunge into a series of marvelous opportunities. My jobs will include (teaching stories, games, crafts, visiting children at their apartments, dramas, etc.), to name just a few.

The total cost of this trip for me is \$____ - a bargain as short-term missions projects go! Our church is able to cover half the cost for me [or not], but I'm responsible to trust the Lord to provide the remainder (\$____). I figure that if the Lord would give me (#) people willing to make a one-time gift, I could see the needed funds provided. It may work out something like this:

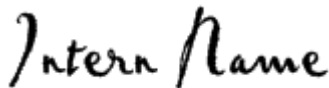
	2 people giving \$100 each = \$200
+	4 people giving \$50 each = \$200
+	<u>8 people giving \$25 each = \$200</u>
	14 people = \$600

Would you consider being one of these (#) people?

Naturally, you should consider this before the Lord and do only as He leads. That's what I want too. 2 Corinthians 9:6-7 says we should give "not under compulsion" but "cheerfully" -- a good guideline to follow, don't you agree?

If you can help, I need your response by June 1, 2009. We need the money in hand by then to make advanced preparations. Thank you for considering this opportunity! Please pray that the Lord would help us prepare adequately and serve wholeheartedly in NYC!

Sincerely,



Intern Name

P.S. If you wish to invest in our project, please make your check payable to " New York GO "and return it directly to me with the enclosed response card!

Enclosure