# BI Brazos Interfaith IN Immigration Network

# INTERNSHIP FAQS

#### What do BIIN Interns Do?

As an intern, you will have the opportunity to gain a unique and valuable hands-on experience while working with a highly vulnerable population. BIIN interns are entrusted with responsibilities essential to program operations and play a huge role in the success and sustainability of our organization. For more information regarding specific internship roles with in-depth descriptions, browse our "Internship Opportunities" page on our website. If you have additional questions, please reach out to the BIIN coordinator at <a href="mailto:info@brazosimmigration.com">info@brazosimmigration.com</a>.

#### How Can I Become a BIIN Intern?

In order to be considered for an internship at BIIN, applicants must submit their resume and cover letter to <u>info@brazosimmigration.com</u>. After the application has been processed, the BIIN Coordinator will reach out to you with the next steps.

#### As an Intern, Will I Be Paid?

Internships with BIIN are unpaid but provide the opportunity for valuable hands-on experience in a variety of fields. Internship opportunities allow students to gain experience and knowledge in areas of interest that are aligned with their skill-set. Our internship program is developed to be a valuable learning experience that equips students for future career success through opportunities to run organizational programming, interact with key stakeholders in the community, and to be developed intentionally both professionally and personally.

## Do I Need to Speak Spanish or Another Language to Become an Intern?

There are various opportunities for non-Spanish language speakers. However, keep in mind that some internship positions require Spanish fluency. Please be aware of this requirement when applying for internship opportunities with BIIN.

#### **How Long Does the Internship Last?**

It is our hope that our interns experience as much of BIIN as they can, and truly become a part of our team. Therefore, we have created a program centered on a minimum of 100 hours allocated over the course of 10 weeks. BIIN internships are programmed to coincide with the Texas A&M

and Blinn College academic calendars, therefore they are offered during the fall, spring, and summer.

# What are the Deadlines for Internship Applications?

BIIN processes internship applications on a rolling basis coinciding with the Texas A&M and Blinn College academic calendar, therefore there are three internship sessions available throughout the year (fall, spring, and summer). We begin reviewing applications mid-semester and continue until all internship positions are filled. If there is a specific internship you are interested in, it is highly recommended to apply early. Please submit your cover letter and updated resume to <a href="mailto:info@brazosimmigration.com">info@brazosimmigration.com</a>. We are excited about the opportunity to work with you!

#### What is the Usual Work Schedule for an Intern?

We ask that interns commit to at least 10 hours per week over a period of 10 weeks during their semester. BIIN seeks to honor and accommodate the importance of your education, and therefore your weekly work schedule is created by you. This allows for interns to both excel in their classes and in the expectations for their internship with BIIN.

# **How Do I Know if There Are Still Intern Spots Available?**

We review applications on a rolling basis concurrent with Texas A&M and Blinn College's academic calendar. We encourage applicants to apply early if you are interested in interning with a specific program. If it is past the deadline listed, you may contact us to inquire if any programs still have openings at <a href="mailto:info@brazosimmigration.com">info@brazosimmigration.com</a>.

#### I'm Not a Student: Can I Still Be an Intern?

BIIN interns do not have to be students; we have hosted interns who are recent graduates.

## Can I Get Credit Through my School for my Internship?

Historically, internships with BIIN have qualified for 3 credits of internship courses specific to a variety of different majors. In order to confirm that your internship with BIIN will qualify for a specific class, make sure to meet with your academic counselor and confirm that all requirements are being made. We are happy to help you in whatever way we can!