

EdComm Internship Program



Information for Prospective Interns

The Purpose:

The EdComm Internship program aims to:

- broaden the opportunities for students to work with children/teenagers in a school setting
- promote teaching as a Christian vocation and work through the distinctives of being a Christian educator/School Chaplain with practical applications in a school.

The Benefits for Interns:

Interns will:

- gain practical experience in a school setting
- have supported practice in leading a CRU/Christian group
- experience the classroom/Chaplaincy/Christian Studies/Co-Curricular programs
- get ahead on your CV for future employment in Anglican/Christian schools.

The Expectations of Interns:

Interns will:

- attend a four hour Orientation morning in early February (date to be advised) at St Andrew's House, Kent St, Sydney. It will be held before your school placement starts in mid to late February.

The Orientation program is designed to prepare Interns to begin their time in schools in a positive way and give some understanding of the exciting possibilities and practicalities for the year ahead. (Morning tea and lunch is provided.) Support from EdComm will continue throughout the year, through an online learning course and face-to-face visits, culminating in a debrief meeting and lunch towards the end of the school year.

- fully participate in the online EdComm Internship Learning Program (EILP) designed to maximise both your learning and the experience of the school placement. Over the year, a commitment of approximately 60 minutes per week in term time only.
- submit the completed modules on time and ensure forum posts are up-to-date
- encourage and support fellow Interns by participating regularly in the online forum

The EILP is divided into 4 sections – one section to be completed per term. You will participate in an online Intern community forum, read, watch and listen to resources, and comment /ask and answer questions via Canvas, a Learning Management System.

- provide a current Working with Children Check (WWCC) certificate to the school, prior to commencing the placement

If you are in a paid position you will need to have a WWCC employee certificate. If you are not in a paid position, then a voluntary WWCC certificate is sufficient. The application can be completed online, then visit a Service NSW Centre to confirm your ID, and the certification will be emailed to you <https://www.kidsguardian.nsw.gov.au/child-safe-organisations/working-with-children-check>

- reply to emails/text messages from the EdComm Internship Program supervisor in a timely manner (2-3 days) *

*Exceptions – holiday breaks, ill health and other extenuating circumstances.

The Practicalities:

- Prospective Interns should provide a CV and cover letter clearly outlining why the school placement is of interest. Please send a copy of your CV and covering letter to Gail Staples, The EdComm Internship program supervisor, at gail.staples@edcomm.org.au
- You will also be required to take a copy of your CV to any interviews. Ensure that your CV and cover letter outline your experience in working with children/teenagers – this may be at your church, coaching sporting/debating teams, through Scouting/Girl Guides, or leading/assisting on Youthworks, CRU or other camps.
- Prospective Interns will be interviewed by staff from the school. EdComm staff have no influence on the decision by the school.
- The placement days may be from one to two days per week, usually 7.5 hours per day in term time only, commencing in mid to late February.
- Each school will vary in their expectations. The school placement Supervisor will provide a timetable, dress code, school policy documents etc.
- Any payment arrangement between Interns and schools is confidential between the two parties – EdComm have no knowledge of these arrangements. This should not be discussed between Interns as offers vary between schools – through from a non-paid to a paid position.

Want to
know
more?

www.edcomm.org.au/internships
or email vocation@edcomm.org.au