



Orlando City Intern

March 2024

Roles & Responsibilities:

Reports to: VP of Mission Integration

Location: Scarlet Hope Orlando

Scarlet Hope exists to share the hope and love of Jesus with women who the adult entertainment industry has exploited.

The Scarlet Hope Orlando City Intern is responsible for carrying out Scarlet Hope's mission in Orlando. The City Intern will have three main areas of responsibility: (1) Operations, (2) Team Leadership, and (3) Fundraising. While the ultimate goal of Scarlet Hope is to share Jesus with women in the AEI, we must follow the best practices, have a team join us in our efforts, and allow donors to come alongside us in accomplishing this mission.

Responsibilities Defined:

Operations, Planning, and Administration

- Ensures that the mission and vision of Scarlet Hope are carried out in Orlando under the care of Scarlet Hope, Inc.
- Collaborates with Scarlet Hope, Inc. and Scarlet Hope Orlando Local Advisory Committee to carry out the outreach, community, and discipleship efforts
- Participates in monthly coaching calls with Scarlet Hope, Inc.

Volunteer Leadership Responsibilities

- Recruit and screen individuals to join the Scarlet Hope Orlando Team.
- Train and equip volunteers to carry out the mission and vision of Scarlet Hope.
- Oversee all volunteers involved in Scarlet Hope Orlando
- Identify and train key leaders such as Food Coordinator, Prayer Coordinator, Volunteer Coordinator, etc.

Development, Fundraising, and Community Relations

- Assist in raising the funds necessary for Scarlet Hope Orlando to meet the mission and vision
- Assist in mobilizing people to contribute towards the mission
- Represent Scarlet Hope Orlando in the community and network with existing ministries.
- Meet with church partners and build influence within the church community.

Desired Qualifications

- Undergraduate College Degree
- Trauma-Informed Care Experience

Qualities & Skill Expectations

- Strong written and verbal communication skills.
- Excellent record-keeping and organization skills.
- Competent with various technology and comfortable learning new software/skills.
- Self-starter, persistent, entrepreneurial, personable, and adaptable.
- Collaborative and coachable.
- Strong servant leadership, project management, and teamwork skills.