



OUR MISSION...

To invest in the dreams of the poor in the world's underserved communities so that they might be released from physical and spiritual poverty.

OUR METHOD...

We offer savings services, small business loans, biblically-based business training, and mentoring and coaching from a Christ-centered perspective.

OUR MOTIVATION...

The love of Jesus Christ motivates us to care for the physical and spiritual condition of the poor.

UKRAINE/RUSSIA INTERN *Job Description*

CATEGORY: Expatriate, Internship

REPORTS TO: Assigned National or International Manager

LOCATION: Ukraine / Russia

PRIMARY RESPONSIBILITY

To promote and fulfill the mission and vision of HOPE International

JOB SUMMARY

The Intern will support HOPE's microfinance institution in Ukraine / Russia by working with their assigned internship manager on projects deemed appropriate given HOPE International's current needs and the intern's skill set

GENERAL DESCRIPTION

- I. Independent and self-motivated position
- II. Actively working with HOPE International on the ground in a different country
- III. Cultural emersion that allows for constant learning, challenges, and growth – intellectual, emotional, and spiritual
- IV. Language emersion and daily interaction with non-English speaking coworkers
- V. Daily emotional and psychological challenges that build strength of character
- VI. Working in microfinance, learning from the organization and contributing to the work that HOPE International is doing

SPECIFIC RESPONSIBILITIES

Dependent upon the qualities of the individual intern, location, and internship manager

Example – Colleen Rankin: B.A. International Relations and B.A. Political Science; Volgodonsk, Russia, and Zaporozhye, Ukraine; managed by Micah Crist and Maxym Oliferovski

- I. Expansive use of Microsoft Excel
 - a. General data input
 - b. Spreadsheet management and analysis
 - c. Spreadsheet design and development
 - i. Broad use of formulas
 - ii. Use of multiple languages and translation tools
- II. Extensive use of the SEEP FRAME Tool
 - a. General data input and compilation from various sources
 - b. Spreadsheet management and analysis
- III. Translation of financial data terminology from English to Russian and Russian to English for the purpose of spreadsheet development and teaching tools
- IV. Work with HAWK microfinance database and analysis tool
- V. Design and translation of tools to teach HOPE Russia staff how to use Microsoft Excel and the SEEP FRAME Tool independently upon final departure from Russia

MINIMUM QUALIFICATIONS

- I. Personal confession of faith in Jesus Christ and commitment to the mission and vision of HOPE International
- II. Pursuing or recently graduated with degree in business, economics, international relations, or related field
- III. Strong organizational skills, including effective time management and prioritization of competing demands/multiple deadlines;
- IV. Excellent interpersonal skills
- V. Ability to interact with and support HOPE staff in country and guests of HOPE International
- VI. Excellent oral, written, and public communication skills
- VII. International experience and cross-cultural skills required
- VIII. Proficiency in Ukrainian or Russian preferred