



**Internship Position:** Community Engagement  
**Organization Name:** Refugee Services of Texas, Houston  
**Hours per Week:** Minimum 10 hours  
**Length:** Minimum 1 semester  
**Start Date:** Fall, Spring and Summer Semesters

**Agency Description:** Guided by the principles of human compassion and dignity, Refugee Services of Texas welcomes refugees, immigrants, and other displaced people and supports them in integrating and thriving in their new communities.

Responsibilities include:

- General administrative duties
- Coordinating clients and volunteers for the Mentor Program
- Assisting the volunteer coordinator with community presentations
- Developing new volunteer activities and events
- Researching community resources

Qualifications:

- Enjoy working as a team member as well as independently
- Openness to take on projects as they arise
- Willingness to speak to large groups of clients or volunteers
- Must be able to dedicate at least 10 hours a week to the position
- Spanish and Farsi speakers are strongly encouraged to apply

As an intern with Refugee Services of Texas, you will gain incredible experience working with some of the most vulnerable population groups in Houston. You will also have the opportunity to work alongside a diverse staff within a growing organization.

*This is an unpaid internship.* For consideration please submit a resume and cover letter with the subject line Community Engagement Internship to [Houston@rstx.org](mailto:Houston@rstx.org)