



Internship FAQs

1. What can I expect in an interview?

Your skills and experience will be the primary topics of discussion. Your enthusiasm to work at ING and to help promote peace through religious literacy and mutual respect among people of all faiths will also be very important.

2. What kind of references or recommendations are you looking for?

Your application should include a good mixture of professional and personal references, particularly from community leaders.

3. What if most of my previous work have been outside of non-profit organizations?

ING looks for candidates with a strong drive to help others. Where this work has been performed is of secondary importance.

4. Is there a dress code?

It is expected that interns will maintain a clean and neat appearance and will project a professional image.

5. Can interns work at ING for a few days a week?

Summer internships, which include a nominal stipend, are full-time positions. Year-round interns may work full-time or part-time. ING offers flexibility and we will work with you to accommodate your schedule and studies during the school year.

6. Does the ING internship count towards course credit?

That depends on your school, college or university. Be sure to check with your academic institution if you would like to receive course credit. ING will review and sign any forms that you bring in to help you receive course credit, if appropriate.

7. Can a non-student apply for an internship?

ING welcomes all individuals who are interested in helping ING to apply as volunteers. Internships are generally reserved for students.

8. Does ING provide housing for interns?

Not at this time, however we can provide you with information on housing options in the San Francisco Bay area. The Internet sites, www.craigslist.com and www.mercurynews.com are excellent online resources to begin your search.

9. Do interns receive any benefits such as holiday, vacation, or sick leave?

Because interns are not considered ING employees, these benefits do not apply.

10. Must I be an American citizen to intern?

Anyone who is a legal resident can be an intern at ING, but only interns who can legally work in the United States are eligible to receive a stipend.