



MINNESOTA COUNCIL OF CHURCHES  
refugee services

# Volunteer Position Description

(612) 230-3219 • [rsvolunteers@mnchurches.org](mailto:rsvolunteers@mnchurches.org)

**Position Title:** Intensive Cultural Orientation In-Home Instructor

**Background Information:** *Intensive Cultural Orientation (ICO)* - is the education provided to newly arrived refugees to assist them in acquiring the skills, knowledge and resources needed to adapt, succeed and achieve self-sufficiency in their new communities.

**Position Description:** MCC Refugee Service's ICO Workshops have been designed to ensure clients receive high-quality training and information to empower them to make well-informed decisions and acquire the knowledge and skills needed to attain self-sufficiency in their new communities. MCC Refugee Service's established ICO curriculum covers the topics of Transportation, Safety, Health, Education, Immigration, Financial Literacy, Renter's Education, Home Orientation and Job Readiness. In order to be more accessible and educate a larger number of newly arrived refugees, MCC Refugee Services is offering ICO in an in-home setting. The established In-Home ICO curriculum can be tailored to meet the individual interests and needs of clients. In-Home ICO Instructors are contributing significantly to the consistent information and communication that serve as catalysts to the successful resettlement and employment of our clients.

**Training:** All In-Home ICO Instructors are required to attend MCC Refugee Service's general volunteer orientation. Additional training for all In-Home ICO Instructors includes: an orientation to review established ICO curriculum, observation of trained staff providing In-Home ICO, and the accompaniment and assistance of trained staff for initial In-Home ICOs.

**Supervision:** ICO In-Home Instructors are under the supervision of the ICO Coordinator.

**Time Commitment:** Flexible, the time commitment is dependent on both the interest and needs of the client and the schedule of the In-Home ICO Instructor.

**Location:** In-Home ICO can be offered in the client's home or community spaces, such as libraries, coffee shops, etc.



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**Qualifications:**

- A strong dedication to the mission of MCC Refugee Services to provide newly-arrived refugees with the skills, knowledge and resources needed to attain self-sufficiency in their new communities
- Cultural sensitivity and a willingness to engage in respectful communication with people who may have limited English language ability.
- A team player eager to coordinate and collaborate with ICO Workshop Interpreters and MCC Staff.
- Flexibility, promptness, and dependability.
- Teaching experience is helpful yet not required.

To apply, please contact [rsvolunteers@mnchurches.org](mailto:rsvolunteers@mnchurches.org).