Software Engineering Intern Job Description

Description / Purpose

Hiring for multiple positions. Technology focus will vary by applicant.
The Software Engineering Intern will be an active participant in the Software Development Lifecycle. The Intern will collaborate closely with the IT Director and other stakeholders to design, develop, and implement software solutions that meet organizational needs in the service of Jesus Christ and our community.

Responsibilities

Successful candidates will:

- Collaborate with IT Director on various software development projects
- Proactively learn about new technologies and demonstrate learning progress
- Develop, debug, and test code in Development and QA environments using test-driven development where practicable
- Apply user-centered design principles in software development
- Participate in agile development processes and team meetings
- Create clear technical documentation
- Work with the IT Director and/or Strategic Analyst to solicit and analyze user requirements from project stakeholders
- Work with non-technical QC testers as part of the software development lifecycle
- Assist in troubleshooting QA and production environment issues as needed
- Use CPC's software engineering practices and tool chains; propose improvements as able
- Work with vendors, service providers, and/or on-staff IT as needed to perform project duties
- Uphold CPC's policies and procedures
- Support the religious mission of CPC and encourage the spiritual growth of staff and clients
- Reinforce the humanity of the unborn child with patients, their guests, staff, and others
- Be able to share the gospel with patients and supporters and pray with them as appropriate
- Lead staff (or participate) in shared prayer and devotions as opportunities arise
- Contribute to overall team efforts by setting appropriate deadlines and ensuring effective communication

Project responsibilities may include and are not limited to:

- Develop, test, and troubleshoot Microsoft Access reports, forms, and databases
- Analyze legacy Microsoft Access forms and reports for migration to a new CRM system
- Assist in data modeling and implementation for CRM
- Develop low- to no-code forms and reports for modern CRM system
- Program Web API integration between CRM and outside systems in modern PHP and/or other languages
- Develop templating and data queries for mail merge and email campaigns in CRM and/or data warehouse
- Develop feature improvements to existing Python and DBT-based ELT data solution
- HTML, CSS, and JavaScript development for CRM and/or data pipeline projects

Qualifications

Professional

Successful candidates will possess:

- Strong written and oral communication skills
- Proficiency in at least one general use programming language
- Ability to learn new programming languages
- Grasp of computer science fundamentals, including object-oriented design
- The ability to ask for help and work collaboratively in a fully remote working environment
- An innovative, analytical approach to problem-solving in technology domains
- An emerging ability to handle ambiguity in requirements and navigate toward solutions
- A genuine desire to serve others
- Be self-organized, efficient, and capable of follow-up
- Alignment with the organization's goals, beliefs, and values

Education/Experience

Successful candidates will:

- Be enrolled in a Computer Science, Software Engineering, Mathematics or similar higher education program and be of at least Junior standing, or have equivalent experience

Preferred candidates will possess the following:

- At least 1 year's professional experience in Web backend development, full-stack development, or database design
- Proficiency using SQL
- Experience using Web technologies (HTML, CSS, JavaScript, PHP)
- Experience in Visual Basic and Microsoft Access development
- Experience using Web APIs (e.g., REST, SOAP)
- Proficiency in use of software engineering tools
- Proficiency in configuring software engineering tools for teams

Spiritual/Personal

Successful candidates will:

- Have a personal, vital, and growing relationship with Jesus Christ and be able to share the gospel
- Be an active and committed part of a local, gospel-preaching church
- Be in complete agreement with CPC's Mission, Statement of Principle, and Statement of Faith
- Be dependable, stable, and capable of committing to this position's responsibilities and duties
- Express a desire to be a part of reaching at-risk patients considering abortion
- Believe in the sanctity of all human life from the moment of conception through natural death
- Exhibit strong interpersonal, spiritual, and administrative skills, take initiative, and be flexible
- Be self-motivated and well-ordered in their personal life

- Have a warm, gentle, and hospitable spirit for the family of CPC
- Embrace CPC's values and the behaviors that support those values

Schedule

The Software Engineering Intern is a Full-Time or Part-Time position. The position is fully remote.

The Software Engineering Intern will be expected to be available at least 5 hours per week. Occasional nights and weekends may be required to support production deployments, depending on project responsibilities.

Compensation and Review

The Software Engineering internship is unpaid. Upon satisfactory completion of duties, a written reference letter and professional job reference recommendations will be provided for the intern's future job applications.

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