Internship Opportunity

Job Title: Afterschool and Family Outreach Intern

Job Description: His Place provides quality learning opportunities for young students at our afterschool program located at Spring Hill Elementary (a Pittsburgh Public School, just minutes away from His Place and less than 20 minutes from Oakland). We look forward to working with an intern who cares about children and families living in low-income neighborhoods and who wants to help students in these neighborhoods realize their full potential through nurturing learning environments and quality instruction and guidance. An intern will be a valued part of our afterschool team and will work closely with our site coordinators who hold degrees and have experience in public service, nonprofit management, education, and child development.

Internship Overview

- Implement evidence-based math and reading programs for kindergarten through 5th grade students at His Place’s afterschool program.
- Model social-emotional wellbeing for students at our afterschool program.
- Assist with the creation of lesson plans and curriculum for our afterschool program.
- Assist with evaluation of student success.
- Assist with outreach to families of students in our afterschool program, to support family habits that encourage student success (E.G. positive parent/child relationships, school attendance, healthy diet and sleep routines, etc.).
- Interns may take the initiative to create and implement projects within the afterschool program that supports student success (academic or social/emotional), with support from His Place staff. Any such project must align with the mission of His Place and its current afterschool/family outreach programming.

Goals

- Interns will help students improve their reading and math skills from below-grade level to at- or above-grade level.
- Interns will strengthen home environments/family support for afterschool students.
- Interns will learn about nonprofit leadership and creating lasting change via social work.
To learn more about our afterschool program, please visit: http://www.hisplacecc.org/afterschool-program

Requirements

- Interns must demonstrate enthusiasm and commitment to helping young children succeed academically as well as socially and emotionally.
- Interns must possess current Act 33, Act 34, and FBI fingerprint clearances.
- It is strongly preferred that interns possess a working vehicle; interns who drive a vehicle to and from their work placement are required to have a valid drivers’ license, proof of insurance, and a safe driving history.
- Interns must be enrolled in an accredited college or university program in social work, education, counseling, public administration, urban studies, or a related field.
- Interns must be available to work with afterschool coordinators throughout the 2017-18 school-year. **His Place can provide as many hours as needed for students’ internships.** Hours that interns work are flexible Monday-Friday; we do not offer Saturday or Sunday hours on-site. Our one requirement is that interns must be available during the hours of 2:30-5:30 PM at least 3 of the following days: Monday, Tuesday, Wednesday, or Thursday; preferably all 4.

*Please note:* The statements above reflect the general requirements and responsibilities deemed necessary for interns at His Place Community Center. The above statements should not be considered a complete description of work requirements for an internship position. His Place Community Center reserves the right to change or add to internship duties based on the needs of the organization and our clients.

I have read and agree to the above internship requirements and responsibilities.

Signature: ______________________________ Date: __________________