

Position Summary



Education & Youth Intern

Position reports directly to:	Education & Youth Program Staff Peaceful Paths Staff as designated
Location:	Various Peaceful Paths & community locations
Commitment Requirements:	10 hours per week/semester 2 semesters preferred
Schedule:	Flexible, based on program needs

General Requirements

A student from an approved academic program and commit to at least 2 semesters unless alternate arrangements are agreed to by the center. Interns must volunteer onsite for the minimum hours per week and meet other program specific responsibilities as assigned. Interns will provide academic documentation to program staff in advance. Every intern should have the ability to understand and adhere to all practices regarding basic confidentiality and safety as described by center staff. Interns will follow general professional guidelines regarding language, dress and demeanor as described in the provided handbook. Interns must be able to move about the offices and grounds at the various locations as responsibilities require and be able to perform some light to moderate lifting.

Interns working with youth independently for 10+ hours/week must have a level 2 background clearance with fingerprinting completed. This will be initiated by designated Peaceful Paths if applicable. Additionally, direct services interns will be expected to complete the 24-hour Core Competency Training and complete 6 hours of program training to complete certification for privileged advocate status.

Principal Job Duties

Interns will complete various tasks as directed by center staff, which fall into two categories:

- Program support (assisting with donations, cleaning/organizing facilities, event support, marketing and social media support, providing childcare activities, community education tabling, etc.)
- Direct advocacy with program participants after appropriate training and certification (completing intakes, answering the help line, support group facilitation, violence prevention education, etc.)

Each program will provide specific training and mentoring in every aspect of services that relate to the intern experience. Interns and center staff are partners in implementing the organization's mission in addition to creating an environment that fosters respectful learning and empowering outcomes. It is essential to the proper operation of this relationship that each partner understands and respects the needs and abilities of the other. Interns are entitled to ongoing feedback pertinent to performance as well as the opportunity to meet with appropriate staff as needed or identified. Center staff is responsible for providing guidance and available learning supports throughout the experience.

Education and Prevention Program Primary Responsibilities

- Assist with facilitation of youth activities, support groups, educational presentations and general childcare

Position Summary

- Report any suspected/witnessed child abuse or neglect to program staff or leadership staff if necessary
- Complete the specific training program as provided by Youth Services and/or Education Advocates
- Complete other tasks as assigned by program staff
- Complete monthly Volunteer Timesheet

Internship Objectives

- Create and teach curriculum at various community partner sites
- Support Peaceful Paths with community events as available
- Attend assigned trainings and Peaceful Paths meetings as required
- Attend conferences and/or other professional development opportunities as available
- Learn and/or further develop self-care strategies and professional boundaries
- Track student and participant outcomes by organizing and entering statistics
- Assist with development of program materials/presentations
- Provide appropriate survivor services regarding support, advocacy, and education
- Research domestic violence data/trends, abuse risk factors and current policy reform

Agency Requirements

All interns of Peaceful Paths are expected to demonstrate a commitment to:

- professional ethics and standards
- flexibility and teamwork
- protection of confidentiality

I pledge my commitment to the Peaceful Paths values of Advocacy, Choice, Compassion, Empathy, Empowerment, Honesty, Hope, Mentoring, Peace, and Respect.

I will strive to practice these principles daily in my work in order to create an atmosphere where individuals are heard and responded to appropriately.

I agree to be held accountable for my actions and agree to hold others accountable in order to create a responsible environment.

I recognize that providing and supporting quality program services is the priority and my actions, attitude, and involvement should *positively* impact every participant experience.

By signing below, I agree and understand that I must be able to perform each responsibility set forth as an intern with Peaceful Paths.

Intern Name and Signature

Date

Agency Representative Name and Signature

Date