



## 826DC School Year Youth Internship

**Position Title:** High School Youth Intern

**Reports To:** Community Program Manager

**Employment Type:** Internship

**Fall Semester Dates:** Sep 18-Dec 14

**Number of Positions:** 12

**Application Deadline:** Applicants will be interviewed on a rolling basis until 6 PM on Sep 14

Youth Interns participate in a teen-centered program designed to support their own creative and expository writing skills, while mentoring younger students and supporting their development as writers.

Youth Interns can also expect to participate in writing workshops facilitated by 826DC volunteers and staff to practice their own writing skills.

Youth Interns will receive facilitation training and support from the Community Program Manager, in order to assist in leading small group activities and mentoring of elementary and middle school aged students.

Youth Interns must have a schedule that aligns with one of the following schedules every week:

- Monday & Tuesday, 3:30pm-6:00pm
- Wednesday & Thursday, 3:30pm-6:00pm

### Responsibilities

- Active participation in all activities for scheduled days
- Arrive on time to program location, and ability to promptly communicate with



Community Program Manager about any unexpected schedule changes that may arise

- Adhere to 826DC's approach to working with and supporting students of all ages through positive youth development and experiential learning; support students who participate in 826DC programming with positive reinforcement, positive engagement and redirection
- Support and/or create on-site writing workshops that develop student writing skills, including students with learning differences, English Language Learners, students with disabilities, and students from diverse backgrounds
- Support the research and development of programming lesson plans and curriculum
- Support the copyediting, proofreading, and production process for chapbook publishing projects, as needed

### **Expectations**

- Lead program activities and workshops, when appropriate
- Take direction from others and offer their own ideas and recommendations
- Ask for help, support, and resources when needed, and speak up when deadlines may not be met
- Able to work with a diverse group of people and students

### **Qualifications**

- Interest in writing, the arts, education, nonprofits, youth development, etc.
- Strong written and verbal communication skills
- Though not required, Spanish or other language skills are a HUGE plus
- Aligned with DC City Government guidance, 826DC requires proof of vaccination for all interns, staff and volunteers

### **Compensation**

High School Youth Interns will have the choice to receive community service hours accepted by DC Public Schools towards graduation requirements OR a stipend through the DC School Year Internship Program



Interns interested in receiving a stipend for their participation must be enrolled through the DC SYIP program: <https://does.dc.gov/service/school-year-internship-program>

### **Application**

Please send your resume and an email to [tyler@826dc.org](mailto:tyler@826dc.org) with the subject line:

**Youth Internship.**

### **In your email, please answer:**

- Why do you want to work with 826DC?
- What makes you a good fit for this position?
- What are two things you hope to learn through this internship?

No phone calls, please.

Interns of all ages and backgrounds are encouraged to apply. 826DC is an affirmative action/equal opportunity employer, and strongly encourages persons of color, women, LGPTQIA persons, and persons with disabilities to apply for this position.