

**Education Department Internship (Entry)
Assistant Coordinator for After School Program for Elementary Youth
Hillview Community Resource Center, Lewiston Housing Authority**

Description

This year long education internship takes place at the Hillview Community Resource Center, Lewiston Housing Authority, where the successful candidate will assist an advanced intern in the development a vibrant, arts based after-school program for elementary age youth. The intern will work collaboratively with the Bates Education Department, the Lewiston Housing Authority, and the Harward Center for Community Partnership to plan and implement arts and enrichment programming for a diverse and energetic group of elementary children residing at Hillview.

We are seeking a creative problem solver, with the initiative to work independently as well as collaboratively. The intern will spend 5 hours a week throughout the academic year (including 4 hours onsite and an additional hour for planning time). The intern must be available to work on site between the hours of 3-5pm on Wednesdays and Fridays.

This entry Education Intern assist and advanced level intern and will ideally promote to the advanced position in the forthcoming academic year. The intern will be expected to participate in a reflective conversation about the internship process led by a Harward Center staff member along with other Education Interns on a monthly basis. The intern will report to the on site supervisor; the manager of Resident Services.

Benefits of the internship

- Replace the seventh course requirement within the educational studies minor
- Receive a notation on transcript upon completion of the internship
- Acquire skills in: program development and implementation; curriculum development; mentoring; leadership; organization; and, youth development
- Development of expertise in experiential education pedagogy and community-engaged learning
- Work as colleagues with staff of the Lewiston Housing Authority
- Gain valuable work experience

Qualifications

- Preference given to those with experience working at Hillview and/or with youth more generally
- Interest and experience in the arts as related to scholastics (drawing, visual arts, dance, music, arts and crafts, etc)
- Ability to commit 5 hours a week for a full, academic year
- Desire to work with elementary-aged children
- Good organizational skills
- Ability to lead youth and Bates volunteers
- Good communication skills
- Comfort at working independently
- Ability to work collaboratively
- Creative problem-solving
-

Requirements/Expectations

- Attend monthly meeting of intern cohort with Ellen Alcorn at HCCP
- Offer a reflective presentation on the internship experience at the annual Education Symposium
- Undergo routine review
- Complete a total of 120 hours over the course of the academic year
- Complete a bi-weekly standard report form for Hillview management/Bates

Application Process

Please complete the application on the JobCat on the BCDC website