

Title: Youth Development Internship

Location: Twin Cities Metro Area

Timeframe: January 2023- April 2023

Work Status: Non-Exempt, 10-15 hours per week (variable schedule, some weekends)

Pay: \$18 per hour

Join a robust organization dedicated to the prevention of fetal alcohol spectrum disorders (FASD) and commitment to support those impacted by FASD. This internship offers a variety of ways to learn about working with youth with an FASD, as well as an exciting role in the development and implementation of innovative programs.

### **Primary Duties**

- Assist in planning and facilitation of support group for teens, with opportunities to co-lead group activities
- Assist in the coordination of social and recreational activities for youth and young adults impacted by fetal alcohol spectrum disorders (FASD)
- Build rapport with youth and provide supervision during in-person activities
- Provide resource navigation of community and county services for youth and families
- Assist in community outreach to recruit and retain program participants
- Build relationships with other community-based agencies to develop new partnerships
- Participate in required training and orientation as directed
- Other duties as assigned

### **Experience**

- Personal or professional experience working with individuals with FASD or intellectual disabilities
- Have experience working with youth and developing youth oriented programs
- Have good written and verbal communication skills in both face-to-face and online settings
- Proven ability to work within established systems and take direction

### **Additional Information**

Proof Alliance is an equal opportunity employer and values a diverse and inclusive work environment. The selected candidate will need to pass a background check for violent offences and offences against vulnerable populations.

### **HOW TO APPLY**

Please email Jennifer Stieve, Director of Finance & Administration:

1. Your resume, and
2. (Optional) Two to three paragraphs telling us why you are interested in this position with Proof Alliance and how you believe you meet the qualifications.

Email: [Jennifer.Stieve@proofalliance.org](mailto:Jennifer.Stieve@proofalliance.org)