



Mentorship Program Intern

Nashville International Center for Empowerment, established in 2005, is a nonprofit 501(c)(3) ethnic community-based organization dedicated to ensuring refugees and immigrants achieve their full potential now and for generations to come. The Workforce Development Intern will report to the Occupational Specialist and will work closely with education program staff.

Title of Position: *Mentorship Program Intern*

Internship Period: January - May 2022

Purpose: NICE's community-based youth mentoring program is designed to encourage and support mutually beneficial, long-standing relationships between adult role models and New American children ages 6 to 18. We seek to ensure every new American/Immigrant youth gets high-quality and comprehensive academic support that is culturally and linguistically sensitive to address the needs of refugee youth and young adults to promote their positive civic and social engagement. Providing the social and vocational supports needed to ensure all refugee youth and young adults are well-positioned on a path towards self-sufficiency and integration.

Commitment: Minimum of 15 hours per week; consistent availability Monday - Friday between 10am-6pm; specific schedule to be negotiated with supervisor.

Duties:

- Providing services and activities that promote social and life skills for youths.
- Creating an avenue for social engagement, offering academic & career development, advising, and support.
- Empower new/existing immigrant & refugee children to learn how to navigate the system.
- Provide opportunities to gain knowledge and socio-cultural development through a mutually beneficial relationship.
- Assist youths in navigating in-person & online learning; develop individualized learning schedules and outcomes.
- Provide academic & social skill assistance, offer individualized support to English Learner students.
- Provide the family with social welfare/referral services as needed.
- Assist in gathering data on the impact & effectiveness of the program.

Requirements:

- Proficiency in Microsoft Office Programs
- Ability to work independently in a fast-paced environment
- Demonstrated effective communication skills
- Attention to detail and time management skills

Preferences:

- Experience working with diverse populations
- Interest in child development, education, psychology, social work, nonprofit, or related field

Training:

Attend an initial orientation meeting with the program manager. Attend ongoing training as required by the supervisor. Participate in mid-semester and end-of-semester performance evaluations.

Location:

As specified by the supervisor.

Supervisor:

This position reports to the Mentorship Coordinator.

To apply, please fill out the Internship Application, and direct any questions to the Volunteer & Training Coordinator at volunteer@empowernashville.org.