



NASHVILLE INTERNATIONAL
Center for Empowerment

Youth NAZA After-School 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: *Youth NAZA After-School Program Intern*

Purpose: NICE hosts a NAZA-funded after-school program for English Learners that focuses on building Academic, Literacy, and Social Emotional skills for middle school students. The program uses a positive youth development approach to promote youth leadership, healthy relationships, and instill a positive growth mindset for all learners.

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

Duties:

- Create an atmosphere of care, trust, and safety by intentionally building healthy relationships with middle school participants.
- Learn about instructional strategies used with English Learners, especially those with significant cultural barriers from first generation families.
- Lead activities, such as stations, lessons, games, and special events that encourage skill development Support the NAZA after-school program
- Assist in development of lessons and activities that address student specific barriers
 - Perform research around SIFE specific instructional strategies
- Support volunteers and staff in working directly with students, teachers, and school administrators to offer quality services aligned with local school and classroom goals
- Research and contact local partners to host special events and field trips for the program
 - Assist in gathering data on the impact and 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: McMurray/Margaret Allen Middle School, and as specified by the supervisor.

Supervisor: This position answers to the Youth Education Program Manager and/or Youth Education site staff.

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