

Say Yes Buffalo Internship Opportunity

Position: **FAFSA Completion Intern**

Organization Name: Buffalo FAFSA Completion Project (University at Buffalo)

Location: Various high schools throughout the city of Buffalo

Website: <http://ubwp.buffalo.edu/engagement-inventory/>

Organization Description/Profile:

The Class of 2013 was the first in the City of Buffalo to be eligible for the tuition guarantee provided by the Say Yes to Education Program. Every high school graduate who has spent at least 4 years in Buffalo Public Schools (BPS) or the charter schools in the city is eligible for the grant, but they must first file their Free Application for Federal Student Aid (FAFSA).

The Say Yes program is “last dollar” meaning that students must first apply for federal aid and the state Tuition Assistance Program (TAP) before they can receive this award. In 2012, 55% of graduates in BPS completed their FAFSA, meaning that nearly half would not have been eligible for the tuition guarantee – and far fewer completed the form by the April 1 deadline.

Dr. Nathan Daun-Barnett, Associate Professor in Educational Leadership and Policy, has developed a comprehensive strategy, building from a pilot initiative at South Park High School. This year the FAFSA Completion Project will serve 21 high schools across the city of Buffalo and we will be looking for as many as 12-15 interns for the year.

Position Supervisor: Dr. Nathan Daun, Barnett

Internship Title: FAFSA Completion Intern

Internship Duties and Responsibilities:

We expect that interns will commit 150-175 hours over the course of the full academic year. We begin the experience with a comprehensive training program to prepare interns on the specifics of financial aid and the application process and we prepare them to work with school counselors in high schools.

Beginning in October, interns will spend approximately 3-5 hours per week in their assigned high school assisting students and families with the FAFSA, Tuition Assistance Program (TAP), and the Say Yes registration. **Interns will spend an additional 1-2 hours per week in supervision and professional development.**

FAFSA Completion Interns will be a part of a larger team of college access specialists through GEAR UP Buffalo. That team will work together in a number of ways and will participate in shared trainings, meetings, and professional development opportunities.

Weekly Service Responsibilities

- Provide 3-5 hours of direct service per week in their assigned schools for the academic year
- Manage participation data through on-line Google Form
- Meet on a bi-weekly basis with the coordinator of the FAFSA Completion Project
- Complete a weekly journal to summarize progress
- Communicate weekly progress to school counselors

Minimum Requirements

- Say Yes Scholar in good academic standing
- Ability to work well on a team
- Positive attitude and eagerness to learn

Duration of employment:

This position extends throughout the entire academic year. Interns work 5-7 hours per week.

Compensation:

Five to six internships will be available for a \$1,000 stipend. As an alternative, students may complete the internship for academic credit through their academic department or through Career Services. Students eligible for Workstudy could also use their awards in these positions.

Accommodations:

The Say Yes Internship Program is committed to providing equal access to individuals with disabilities, including physical access to programs and reasonable accommodations for interns.

To apply: Submit resume to: buffalointernships@sayyestoeducation.org

Deadline: July 1st, 2018