

Say Yes Buffalo Internship Opportunity

Position: Making a Connection (MAC) Program Teaching Intern

Organization: Journey's End Refugee Services, Inc.

Location: Journey's End offices located at 2495 Main Street, Suite 530, in the Tri-Main Building, conveniently located several blocks south of the Amherst Street subway station.

Website: <http://jersbuffalo.org>

Compensation/Hours Requirement:

Rate of pay is \$11.10/hour for 20 hours/week for 10 weeks during the Summer of 2019. The hired intern can work a maximum of 200 hours. Availability needed is 9 AM to 2 PM, Monday through Thursday. Exact start and end date will be decided upon by the employer and hired intern.

Position Description:

Making a Connection (MAC) is an educational readiness program designed to address the unique needs of mature refugee ELL students (ages 17-24) in Buffalo, New York. MAC offers opportunities to achieve educational, vocational, and employment goals through classroom instruction, ESL classes, employment training, internship placements and community service opportunities. Certified teachers and translators deliver instruction and transitional support services. Students are provided with opportunities to build their skills and set their own goals while receiving practical employment experience and preparation for continued education (TASC, Vocational Education, College Prep).

Duties of MAC interns might include, but are not necessarily limited to:

- Providing one-on-one coaching in conversation and academic skills, assisting students in the classroom in reading, writing, and math skills, participating in fun events in the school and/or community
- Helping with arts/sports related activities, socializing with students during breaks/lunch/free time to help with conversation and life skills,
- Providing teachers with general assistance throughout the school day
- Interns may assist with light teaching, if comfortable/appropriate (especially if the intern has an educational background).

Requirements:

- Say Yes scholar in good academic standing (must be at least a rising Sophomore) or recent Say Yes graduate
- An interest in teaching and adult education
- Professionalism, dependability, confidentiality, and punctuality
- Adaptability to a rapidly changing environment

- Effective interpersonal communication skills for working with people from other cultures and with limited English
- An interest in Buffalo's refugee population
- An interest in the daily functioning of non-profit organizations
- Effective interpersonal communication skills for working with people from other cultures and with limited English.

Intern will gain:

- Teaching and classroom management experience.
- Experience working with the refugee population and learning the concerns and issues thereof.
- Professional feedback and guidance.

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 cover letter & resume to buffalointernships@sayyestoeducation.org. **Please note: If necessary, Say Yes staff may send you edits or suggestions regarding your cover letter and/or resume. In order to submit your materials by the deadline, please ensure that you check your email and reply promptly.**

Deadline: May 1, 2019