A Helping Hand – Companion Interns
Number of interns accepting: 2

Transportation needed: car or bus (TTA line)

Website: www.ahelpinghandnc.org

Description of organization: A Helping Hand is a nonprofit organization that serves adults 65+ years of age in the Orange, Durham, Chatham and western Wake counties of North Carolina. It also serves younger adults who have a temporary or ongoing need due to an accident, illness, injury or disability. Services include companionship, transportation and in-home assistance.

Organization mission: To promote self-sufficiency, quality of life and the highest level of independence for older adults and individuals with disabilities. Furthermore, to recognize the contribution that each individual makes to our community.

Internship details: The intern will provide one-on-one companion care to older adults in the home setting. While this DOES NOT include any personal care assistance, such as help with bathing, it does include providing escorted transportation to medical appointments, grocery shopping and accompanying clients on social outings. It also could include errands and assisting with daily household tasks that are difficult for someone who is disabled. Projects could include volunteer recruitment, research related to older adults, and/or assisting the director with grant seeking or public relations.

Suggested majors/skill sets: A Helping Hand has hosted interns from all fields of study. Selection is not limited to specific majors. Students who may find this internship particularly rewarding have come from the following majors: pre-med, social work, psychology, public health, occupational therapy, physical therapy, nutrition, divinity, public relations, marketing, business, communications and computer science.

Specific requirements: Pleasant demeanor, sincere interest in working with older adults, interest in the nonprofit sector, patience, creativity, excellent communication skills, clean criminal background check and basic computer skills.

Bounceback Kids – Program Intern
Number of interns accepting: 1

Transportation needed: car

Website: www.bouncebackkids.org
**Description of organization:** BounceBack Kids was founded in 2003 by three caring and committed men — Bill Jessup, a successful businessman with a love of sports and giving back to the community; Henry Friedman, a prominent neuro-oncologist who is co-director of the Preston Robert Tisch Brain Tumor Center at Duke University; and Mike Zeillmann, a talented basketball coach who has trained NBA players, members of the Duke University women's team and many school-age players. The first four participants in BounceBack Kids were patients at Duke's Brain Tumor Center. BounceBack Kids later expanded to include patients suffering from other serious diseases such as cancer, Crohn's, diabetes and asthma, and we now include patients being treated at Triangle area hospitals. Participants are between the ages of 3 and 21, and open to all children who meet our eligibility criteria both chronologically and developmentally.

**Organization mission:** To enrich the lives of children with serious medical conditions and their families through regular social, athletic, and recreational activities offered free of charge in a caring, supportive and medically safe environment.

**Internship details:** Because we are a small nonprofit that offers a variety of programs and services, what the intern will work on will depend largely on his/her interest. Possible projects/programs for the intern to work on include: (1) planning an event for our participants, (2) doing outreach to potential referral partners, including health-care professionals, educators and clergy, (3) designing public relations materials, (4) reviewing what similar nonprofits across the nation do and possibly working on forming a coalition of such nonprofits, (5) grant writing, (6) developing our parent advisory council, (7) working on our college planning guide, and (8) working on our fall fundraising event. Since we have a small staff, the intern is an integral part of our staff and he/she must be able to take on significant responsibility for the projects he/she works on.

**Suggested majors/skill sets:** No required majors; however, the following majors could be more interested in the program: public health, pre-health, social work, psychology, education and journalism/marketing. Required skills: Microsoft Office and Excel. Preferred skill: Microsoft Publisher. BounceBack Kids needs someone who is a self-starter and can work independently but also be a team player.

**Specific requirements:** BounceBack Kids intern must be able to work independently, as BounceBack Kids does not have an office. At the same time, the intern must be able to work well with others, as we have a small collegial staff and we want to keep it that way. The intern should be comfortable using Microsoft Word and Excel; it would be nice, but not essential, for the intern to be comfortable using Microsoft Publisher. The intern must understand that BounceBack serves children with serious medical conditions and must be comfortable around such children. The individual must be able to provide some of his/her time during the business work day for meetings. Most of the events with the children occur on weekends.
**Carolina Women’s Center – Trafficking Education Interns**

Number of interns accepting: 2

Transportation needed: walk

Website: [www.womenscenter.unc.edu](http://www.womenscenter.unc.edu)

**Description of organization:** The Carolina Women’s Center strives to advance the university’s mission of research, teaching and service through the awareness and advocacy of gender issues.

**Organization mission:** The Carolina Women’s Center pursues gender equity at the University of North Carolina at Chapel Hill. Through education, advocacy and interdisciplinary research, we build bridges and enhance the intellectual life and public engagement mission of the university.

**Interns main responsibilities:** Intern will be required to continue to expand and strengthen our on-line resource collection, design strategy, method for keeping the resource collection updated and current, assist with any human trafficking events planned or cosponsored by the CWC (this includes helping to publicize the events, attending the events and encouraging others to attend), and draft blog posts for possible inclusion on the CWC blog. Interns can explore other projects of interest to intern, as possible and if approved by CWC.

**Suggested majors/skill sets:** Required: Basic knowledge of human trafficking, Microsoft Office/Excel, excellent communication skills -- both verbal and written (including ability to interact professionally with faculty, staff, other students and off-campus partners), detail-oriented, accurate and reliable. Preferred: Some knowledge of Carolina Women’s Center mission and activities; experience with Word Press blog platform.

**Chapel Hill Carrboro Public School Foundation – Communications Intern**

Number of interns accepting: 1

Transportation needed: car, bike, walk, bus line

Website: [www.publicschoolfoundation.org](http://www.publicschoolfoundation.org)

**Description of organization:** The Chapel Hill-Carrboro Public School Foundation is the only independent, nonprofit organization that is dedicated to mobilizing community support for the Chapel Hill-Carrboro City Schools. We are fundraisers and grant makers. We believe that all students deserve the best possible education and that teachers are our most valuable resource.

**Organization mission:** To create opportunities for students and teachers in every school in the district
**Interns main responsibilities:** Intern will assist with short articles for the Foundation's monthly e-newsletter; assist with updating the website, interview grant recipients on the progress of their projects for use in the newsletter, presentations at board meetings, and things to be put on the website. Intern will take videos and edit interviews for website, investigate twitter and blog posts, and explore other ideas as possibilities for expanding the foundation's online presence. Intern will also assist with the spring teacher’s breakfast event preparation.

**Suggested majors/skill sets:** Ability to use Microsoft office applications, including manipulating data in excel, with high degree of proficiency. Strong social networking skills and ability to train others in using twitter, blogs, etc. Videotaping/editing skills not required but preferable.

**Farmer Foodshare – Donation Station Manager**

**Number of interns accepting:** 1

**Transportation needed:** car needed for internship position

**Website:** www.farmerfoodshare.org

**Description of organization:** Farmer Foodshare seeks to end hunger, malnutrition and poverty in North Carolina by providing fresh locally grown food to people at risk for hunger, while building healthy community food systems and enhancing community economic development. Since mid-2009, Farmer Foodshare Donation Stations have collected over 68,000 pounds of top quality food from 11 different farmers’ markets and brought it to organizations that serve the hunger and malnourished in over six North Carolina counties.

**Main responsibilities:** The donation Station program coordinator is responsible for the smooth operation of the Donation Station program in the Triangle, including volunteer recruitment and training, market oversight and staffing, and reporting of totals. The coordinator’s home market will be focused particularly on Carrboro and Chapel Hill. The Donation Station program is Farmer Foodshare’s most visible program and the coordinator will work directly with our most important stakeholders, including farmers, market managers, community members, partner organizations and people who are food insecure. A successful coordinator will become the face of Farmer Foodshare in the Triangle markets, so the intern must be able to develop trusted relationships with each market manager and the farmers. Hours are flexible, with the bulk occurring on Saturday mornings between 8 a.m. – 1 p.m. at the Chapel Hill and Carrboro Farmer’s Market. The coordinator will report directly to the Farmer Foodshare’s executive director.

**Required skills and/or qualifications:** Must be able to lift up to 40 pounds of vegetables. Must be personable, highly organized, high energy, flexible, creative and outgoing. Must share Farmer Foodshare’s passion for healthy local community food systems and the right of all community members to have access to fresh local food.

**Required/preferred majors:** Open to all majors; preferred: political science, nutrition and public health, sustainability, environment sciences, international development, marketing, history and journalism.
Farmer Foodshare – POP Food Market Intern

Number of interns accepting: 1

Transportation needed: car needed for internship position

Website: www.farmerfoodshare.org

Description of organization: Farmer Foodshare seeks to end hunger, malnutrition and poverty in North Carolina by providing fresh locally grown food to people at risk for hunger, while building healthy community food systems and enhancing community economic development. Since mid-2009, Farmer Foodshare Donation Stations have collected over 68,000 pounds of top quality food from 11 different farmers’ markets and brought it to organizations that serve the hungry and malnourished in over six North Carolina counties.

Main responsibilities: The POP Food Market intern will work in Farmer Foodshare’s newest initiative. The Pennies on the Pound (POP) Food Market is a social enterprise developed by Farmer Foodshare. The POP Food Market connects limited resource farmers who have discounted excess Grade 1 food for sale with low wealth customers and agencies that increase community food security. The market can work with very small scale “one crop” farmers as well as much larger scale farms. The intern will work closely with the manager to run this small business.

Required skills and/or qualifications: Must be able to lift up to 40 pounds of vegetables. Must be personable, highly organized, high energy, flexible, creative and outgoing. Must share Farmer Foodshare’s passion for healthy local community food systems and the right of all community members to have access to fresh local food.

Required/preferred majors: Open to all majors; preferred: political science, nutrition and public health, sustainability, environment sciences, international development, marketing, history and journalism.

Genesis Home – Development Intern

Number of interns accepting: 1

Transportation needed: car needed to/from organization

Website: www.genesishome.org

Description of organization: Genesis Home works to end homelessness for families with children by providing housing and supportive services to foster independence.

Organization mission: Genesis Home works to end homelessness for families with children by providing housing and supportive services to foster independence. Genesis Home envisions a community without homelessness in which everyone lives in safe and sustainable communities and shows compassion to neighbors in need.
Internship details: The intern will work with the development director to increase their donor base, create new events and work on publications. Updating and improving their website and e-letter communication is always a priority. Genesis Home’s relationship with donors in Research Triangle Park and Durham businesses needs to be strengthened.

Suggested majors/skill sets: Any academic program that delves into social issues will be helpful. Empathy with our clients, homeless families, is key.

Specific requirements: Strong writing and communication skills, knowledge of Microsoft Publisher.

Special note: Intern must work well independently.

Hillel Foundation – Events Intern
Number of interns accepting: 1

Transportation needed: walk

Website: www.nchillel.org

Description of organization: UNC Hillel is the Jewish home on campus and the center of Jewish campus life. We welcome all Jewish students, play an important role in educating our community and are well-respected as a valuable partner. UNC Hillel offers activities, programs and connections with Jewish life both on and off campus. We are a division of North Carolina Hillel, the foundation for Jewish campus life in North Carolina.

Organization mission: To enrich the lives of Jewish undergraduate and graduate students so that they may enrich the Jewish people and the world.

Internship details: The intern will work with the assistant director to plan Passover week events. Responsibilities include but are not limited to reserving rooms, volunteer recruitment and management, marketing and event logistics.

Suggested majors/skill sets: Many academic programs fit, communications/journalism preferred.

Specific requirements: Strong organization and communication skills.

InStepp, Inc. – Cultural Programs Intern
Transportation needed: bike/walk from UNC; car needed to/from organization; located on Chapel Hill bus line

Number of interns accepting: 1

Website: www.instepp.org

Description of organization: As a community change agent, InStepp, Inc. transforms women and adolescent girls who have found themselves in less than desirable life circumstances, by building their talent through innovative gender-responsive training, educational and prevention programs. This is a
huge boost for the communities in the Triangle area when these adult women and young girls succeed.

**Organization Mission:** InStepp, Inc. is a dedicated, community-based nonprofit company that is passionate about helping our regional communities thrive by empowering at-risk adult women and adolescent girls to succeed personally and professionally through innovative, gender-responsive training, education and prevention services.

**Internship details:** Intern will serve as a program assistant to the director of cultural programs throughout the spring 2013 semester. Duties will include assisting in the development and facilitation of various social and cultural activities; recruitment and management of volunteers for the program; reviewing client records to ensure completeness, accuracy and timeliness; compiling and entering client data to permit the ongoing reporting of program metrics; and performing other programmatic services as needed.

**Suggested majors/skill sets - specific requirements:**
No required majors. Preferred majors include sociology, counseling or related field of study.

**InStepp, Inc. – Program Assistant**
Transportation needed: bike/walk from UNC; car needed to/from organization; located on Chapel Hill bus line

**Number of interns accepting:** 1

**Website:** [www.instepp.org](http://www.instepp.org)

**Description of organization:** As a community change agent, **InStepp, Inc.** transforms women and adolescent girls who have found themselves in less than desirable life circumstances, by building their talent through innovative gender-responsive training, educational and prevention programs. This is a huge boost for the communities in the Triangle area when these adult women and young girls succeed.

**Organization Mission:** InStepp, Inc. is a dedicated, community-based nonprofit company that is passionate about helping our regional communities thrive by empowering at-risk adult women and adolescent girls to succeed personally and professionally through innovative, gender-responsive training, education and prevention services.

**Internship details:** Intern will serve as a program assistant for a program that works with unemployed and underemployed women throughout the spring 2013 semester. Duties will include organizing program procedures, such as the flow of correspondence; recruitment and management of volunteers for the program; reviewing client records to ensure completeness, accuracy and timeliness; compiling and entering client data to permit the ongoing reporting of program metrics; and performing other programmatic services as needed.

**Suggested majors/skill sets - specific requirements:**
No required majors. Preferred majors include Sociology, Counseling or related field of study.
North Carolina Botanical Garden – Environmental Education

Transportation needed: bike/walk from UNC; car needed to/from organization; located on Chapel Hill bus line

Number of interns accepting: 1

Website: www.ncbg.edu

Description of organization: The North Carolina Botanical Garden (NCBG) is part of The University of North Carolina at Chapel Hill. NCBG furthers the University's mission of teaching, research, and public service. The North Carolina Botanical Garden has been a leader in native plant conservation and education in the southeastern United States for more than 30 years.

Organization mission: To inspire understanding, appreciation, and conservation of plants in gardens and natural areas and to advance a sustainable relationship between people and nature.

Internship details: Help prepare and lead on-site, hands-on environmental education programs for children and families focused on natural history, environmental science and conservation. Types of programs include, but are not limited to, preschool workshops, after-school classes (K-1), home school courses (K-5), scout programs (K-5), story times, and family special events and programs. Work with the coordinator of children's and family education on program logistics and preparation, including program promotion, curriculum development, and the creation and maintenance of educational materials, equipment, and program areas. Assist with development and maintenance of children's garden and exhibit interpretation as well as general support duties as needed for the education department.

Suggested majors/skill sets- specific requirements:
Majors preferred include: natural sciences, environmental science, science education, biology, ecology and outdoor recreation.
Skills: Creative, self-motivated, responsible, organized, flexible, enthusiastic and positive attitude. Strong interest in the environment and natural history, enthusiasm for working with children (prior environmental education, outdoor education, or early childhood education experience a plus) are necessary. Excellent communication skills, able to work both independently and as part of a team, familiarity with (or enthusiasm to learn) a variety of environmental education activities, willingness to work outdoors. Ability to manage multiple tasks simultaneously, Microsoft Office proficient, and a sense of humor.

North Carolina Botanical Garden – K-12 Outreach Educator

Transportation needed: bike/walk from UNC, located on Chapel Hill bus line

Number of interns accepting: 1

Website: www.ncbg.edu

Description of organization: The North Carolina Botanical Garden (NCBG) is part of The University of North Carolina at Chapel Hill. NCBG furthers the University's mission of teaching, research and public service. The North Carolina Botanical Garden has been a leader in native plant conservation and education in the southeastern United States for more than 30 years.
**Organization**

**Mission:** To inspire understanding, appreciation, and conservation of plants in gardens and natural areas and to advance a sustainable relationship between people and nature.

**Internship details:**
The intern will develop and deliver hands-on environmental education programs in local K-5 schools. The outreach education intern will work with local teachers to schedule and plan a visit. The intern will then travel to the school and lead classes of about 25 students in hands-on environmental education activities. The student will also assist in the evaluation of the outreach program. The intern will learn the basics of delivering environmental education programs for schools in a way that meets state curriculum requirements. The student will learn best practices when working with children in a classroom as well as outdoor setting. The student will learn the role that non-profit environmental education centers play in supporting science learning in the K-5 public school classroom. The student will learn the logistics of operating an education outreach program. The student will learn a great deal about ecology and botany.

**Suggested majors/skill sets - specific requirements:**
Preferred majors include education or a natural science. However, any student with the appropriate interest, experience and skills would be welcome.

Skills include proficiency in Microsoft Office, Spanish, or excellent communication skills. Experience or interest in working with children in an educational setting. Interest in environmental education. Interest in biology, ecology, botany and other natural sciences. Good organizational skills; good communication skills.

**Special notes:** Drivers' license necessary (a vehicle will be provided for school visits)

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**Shakori Hills – Festival Intern**

**Number of interns accepting:** 1

**Transportation needed:** car

**Website:** [www.shakorihills.org](http://www.shakorihills.org)

**Description of organization:** Shakori Hills Community Arts Center’s (SHCAC) mission is to provide an environment for community building through arts and education. The SHCAC will work to encourage participation in a variety of multi-cultural arts and educational activities and events, provide music education opportunities in schools, and provide education in the preservation of environmental resources and local and sustainable food.

**Internship mission:** Our mission is to provide an environment for community building through arts and education. Shakori Hills shall work to encourage participation in a variety of multi-cultural arts and educational activities and events, provide music education opportunities in schools, and provide education in the preservation of environmental resources and local, sustainable food.

**Internship details:** The main responsibility of the intern will be the continuation of the music in the schools program (The Hopes & Dreams Program) which started five years ago. The main duty of the
Intern will be to connect local schools with musicians and to set up workshops and other musical experiences for schools within Chatham, Orange and Durham counties.

**Suggested majors/skill sets:** Students interested or majoring in music, education, and sociology type studies preferred but not required. This internship provides an opportunity to be part of a progressive education project connecting schools to its local cultural resources. Good communication skills, basic computer skills (Word, Office, Excel, email communication) – Photo Shop or computer graphic skills may help but not required, self-motivation. An interest in music and art in education is preferred.

**Shodor Foundation – Computational Education Intern**

**Number of Interns accepting:** 1

**Transportation needed:** car, TTA bus line

**Website:** [www.shodor.org](http://www.shodor.org)

**Description of organization:** The mission of Shodor is to improve mathematics and science education in the United States by promoting the effective use of computer modeling and simulation technologies. Special emphasis is placed on hands-on learning for students to gain experience in computational science by assisting in the development of models and simulations used by educators.

**Internship Mission:** The intern will not only gain valuable experience in marketing the value of technology in education but also leave with the idea that technology can be harnessed in a much more productive way than most people choose to use in their everyday lives.

**Internship details:** The intern will work closely with Shodor staff to teach workshops for local elementary school students employing the [SUCCEED curriculum](http://www.shodor.org), with a particular focus on [Interactivate](http://www.shodor.org/interactivate) and using mobile devices. These workshops are intended for 2nd-5th grade students at W. G. Pearson Elementary School and will require the intern to assist with classes from 10:00 - 11:30 am Tuesday through Thursday. The intern will also focus on learning how to develop a strong lesson plan and then deploying that lesson plan in the classroom. Initially the intern’s role will be to assist staff in a classroom setting, but can eventually include the intern conducting lessons. During the internship, the student will have the opportunity to learn about computational thinking and the different avenues in which Shodor is integrating computational thinking and science, technology, engineering and mathematics (STEM) into their immediate community.

**Suggested majors/skillsets:** Education, Mathematics, Science, Technology, or Engineering