

APPLES

Service-Learning

INTERNSHIPS



SUMMER 2018

A Letter from the Internships Co-chairs

Greetings,

On the behalf of the APPLES Service-Learning program and the Carolina Center for Public Service, we extend our deepest gratitude to you for your shared interest in public service and continued commitment to community engagement.

This listing details available APPLES summer 2018 internship positions. The organizations included cover a spectrum of professional development opportunities offered to Carolina students and include communications, program development and teaching. Likewise, the organizations include nonprofits, schools and local government. As such, each position offers students unique, developmental experiences in education areas of interest like environmental education, psychology, public policy, journalism, advertising, business, entrepreneurialism and many more.

These opportunities are designed and selected for students to gain professional experiences while continuing their education over the summer. Interns agree to complete 320 hours of work, receive a \$2,500 stipend and enrolled in a one-credit hour online service-learning course in the summer provided through the Carolina Courses Online summer program through the William and Ida Friday Center for Continuing Education.

As former interns, we can personally attest to the power of this program. Through a sustained partnership, APPLES and its community organizations have developed a mutually beneficial internship program. While students receive stipends and course credit, their contributions assist community partners with specialized projects. Together, this creates an invaluable experience that is hard to replicate.

We encourage you to use this packet as a resource — a survey of all of your options. This guide lists many opportunities. Information includes position descriptions, preferred qualifications and organization overviews. If you have additional questions, be sure to reference the organization's website or contact apples@unc.edu. Applications are due Jan. 24, 2018.

Thank you for your interest in an APPLES service-learning internship and your commitment to public service and the community. We wish you the best of luck.

Sincerely,

APPLES internship committee
ccps.unc.edu/apples/service-learning-internships



Internship Listing According to Position Focus

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Environment

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BikeWalk NC -- Communications and Marketing Manager Durham, North Carolina

Number of intern positions: 1

Transportation needed: Bike or walk (occasionally a car may be needed)

Start and end dates: 5/14/18 – 7/27/18

Website: bikewalknc.org

Organization description: BikeWalk NC is a membership-based, statewide advocacy organization promoting non-motorized transportation choices for residents of and visitors to North Carolina. Our existing and potential support base includes shop owners, cycling clubs, transportation professionals, local advocacy organizations, elected officials, allied nonprofits, business groups, government, environmental and health-oriented organizations, and various individual advocates across the state interested in promoting people-powered transportation.

Internship details: The intern will grow and foster membership by assisting in organizational communications efforts. These responsibilities include planning and writing a monthly e-newsletter and developing digital content including legislative alerts, blog posts, memes and press releases. The intern will develop digital content including legislative alerts, blog posts, press releases and search for and share relevant bicycle/pedestrian news items. Additional duties include:

- Update website and Facebook as directed.
- Monitor, grow and enhance BikeWalk NC's social media presence, primarily Facebook and Twitter.
- Assist with social media metrics reporting on a weekly/monthly basis to assess our performance.
- Special projects may include helping with event planning and/or development of marketing materials for BWNC promotion.

Work for this internship will primarily be done remotely.

Relevant coursework and skills: Communications, public relations or marketing majors would be helpful but not required. Good writing skills and initiative are the most important skills. The intern should be an avid and sophisticated consumer and user of social media. Applicants should also have a passion for bicycling and/or walking, environmental issues and sustainability. Intern must be computer literate (working knowledge of word processing, PowerPoint, Excel) and have a high level of initiative. Proficiency in Adobe InDesign and Photoshop is highly desired. Knowledge of HTML, website content management and graphic design is preferred.

UNC Campus Y – Program Assistant

Chapel Hill, North Carolina

Number of intern positions: 1

Transportation needed: Walk or bike

Start and end dates: 5/10/18 – 8/03/18

Website: campusy.unc.edu/

Organization description: The Campus Y's mission is to engage students, the UNC campus and communities in the pursuit of social justice. In all that we do, Campus Y students strive to engage in reflective and ethical service, rooted in compassion and solidarity, grounded in deep respect. We believe that our commitment to serving communities and designing creative solutions to social problems can, and should, be combined with activism that engages each of our 30 committees. Our model and history empower us to create space to mobilize diverse alliances of students, alumni, faculty and friends in and outside the university.

Internship details: The program assistant will be primarily responsible for assisting with the CUBE social innovation incubator summer session. During May, June and July 2018, more than 25 students across 14 teams will spend the summer testing, piloting and iterating a social venture. Teams will co-work full time on campus and in the field with a series of activities, events, speakers and trainings on social venturing. The program assistant will help the program manager develop and implement this summer programming. Time permitting, the program assistant will also staff the Campus Y/Bonner Leadership table at orientation information sessions and/or assist with the Global Gap Year Fellowship on-campus summer immersion.

Relevant coursework and skills: All majors welcome. Preference for interns with the capacity to handle logistical challenges and juggle multiple priorities at one time. This position will be a good fit for someone who enjoys planning and managing events as well as designing and communicating on behalf of a program.

Carolina Friends School Summer Programs - Summer Programs Assistant Durham, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 6/10/18 – 8/10/18

Website: www.cfsnc.org/

Organization description: Carolina Friends School (CFS) is a vibrant and inclusive learning community empowering students to think critically, creatively and independently. We foster active exploration and quiet reflection, individual endeavors and collaborative engagement. Inspired by Quaker values — pursuit of truth, respect for all, peaceful resolution of conflict, simplicity, the call to service — we teach our children that it is possible to change the world.

Internship details: The Intern can choose one of two roles, or a combination, based on their interests.

- **Education:** The intern can assist teachers in weeklong courses where they share their experience or expertise (in the visual/performing arts, sports, technology, culinary arts, leadership, etc.) and gain exposure to varied pedagogies, age groups and subject matter. Once comfortable, the intern may take the lead in facilitating courses.
- **Operations:** In addition or instead, an intern could work with the leadership team overseeing our operations. Areas of opportunity, depending on individual strengths and interests, might include teacher/student support in and out of the classroom, parent engagement, database work, photography/videography, marketing/communications and general problem solving.

The intern should be able to relate to children of different ages or at least be open to work with varied ages. A sense of humor, playfulness and energy are expectations, and we welcome contributions to an entrepreneurial, innovative vision. CFS has 126 acres of woodlands, pasture and streams, so it is ideal if the intern likes the outdoors. We generally can be flexible in scheduling eight to 10 weeks of work (June 10 - Aug. 17) depending on the student's availability.

Relevant coursework and skills: Education, sociology, psychology, recreation and leisure studies, marketing/communications and business administration majors are welcome. The intern will acquire skills and experience related to their individual major. We welcome an individual who enjoys working with children of different ages. An education major could learn classroom management skills, teaching methods and curriculum, and broaden their knowledge of education. An intern in another major could contribute to the daily operations, serving more than 800 students and 70 paid and volunteer staff from instructors and counselors-in-training.

Carolina Meadows – Music and Memory/Community Outreach Intern Chapel Hill, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 5/20/18 – 8/3/18

Website: carolinameadows.org/

Organization description: Carolina Meadows' mission is to provide housing, health and wellness services and social opportunities for older adults in a financially secure community that respects individual dignity, encourages independence and promotes life-long learning.

Internship details: The intern will grow the Music and Memory program at Carolina Meadows through a variety of responsibilities. The intern will interview residents and families to learn about resident music preferences, develop an individualized playlist for each resident in the program, program iPods, check iPod chargers stored in residents' rooms, work with each resident to be sure the songs are agreeable and actively support residents in using their iPods. The intern will also:

- Implement, support and grow the Music and Memory program at other elder care facilities and the Council on Aging in Chatham County, and develop a plan to help grow the Music and Memory program in the area.
- Based on the intern's interests and skills, plan for a local iPod drive and secure media coverage for the program or develop a presentation for local service organizations/churches, etc.
- Research and create resource lists of transportation options, nutritional support and affordable housing for seniors in Orange and Chatham counties.
- Other outreach activities as needed.

Relevant coursework and skills: Music, gerontology, psychology, social work, recreational therapy and public relations. The students' interest in working with older adults and in music is more important than their major.

Central Carolina Community College – Bridge Program Coordinator Sanford, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 6/4/18 – 8/10/18

Website: ccc.edu/ccp/summer-bridge/

Organization description: Central Carolina Community College (CCCC) designed a summer bridge program that will ease the transition for Central Carolina Works (CCW) students into higher education. The CCW Summer Bridge Program provides a seamless transition to college by exposing students to college resources early and by educating students on the "soft skills" crucial for success in higher education. Participants enroll in a one-credit hour course while being immersed in a fun and intensive learning environment that will give them an advantage heading into their full college experience.

Internship details: The Upward Bound programs at CCCC serve 180 low-income, first-generation students from Harnett and Lee County high schools as they prepare for college. The Bridge Program coordinator manages the summer program for approximately 10 graduating seniors. The intern works directly with program staff to manage all elements of the program, including overseeing student enrollment and success in credit-bearing college courses at CCCC and facilitating a college success seminar to prepare students for their first year in college.

The Bridge Program coordinator may:

- Provide supplemental instruction and coordinate tutoring as needed.
- Documents all services and maintain accurate records.
- Meet regularly with staff to review student progress and discuss any problems.
- Serve as a role model and mentor to students.
- Assist with special events, travel on a cultural enrichment trip with students and staff and enforce the rules and regulations of the program.

Expected schedule is Monday - Thursday 32 hours per week for 10 weeks.

Relevant coursework and skills: Open to all majors, but education or STEM majors are preferred. Education majors are preferred due to academic and student-centered focus of Bridge program; STEM majors are preferred due to the opportunity for students to be mentored by STEM majors. Through this position, students will demonstrate and strengthen skills in communication, program administration and leadership.

Central Carolina Community College – Internship Coordinator Sanford, North Carolina

Number of intern positions: 2

Transportation needed: Car

Start and end dates: 6/11/18 – 8/3/18

Website: ccc.edu/trio/mathandscience/

Organization description: The Upward Bound Math and Science (UBMS) program strengthens the math and science skills of participating students. The program helps students recognize and develop their potential to excel in math and science and encourages them to pursue postsecondary degrees in math and science, and ultimately careers in the math and science profession.

Internship details: The Upward Bound (UB) program supports low-income and first-generation high school students in their pursuit of college degrees. The UB programs at CCC serve 180 students from Harnett and Lee County high schools. The internship coordinator is responsible for managing a six-week summer internship program for approximately 45 rising high school seniors. The internship coordinator works with students to ensure a positive and productive internship experience, communicates with internship supervisors, makes site visits to all internship locations using a CCC college car, plans and facilitates a weekly College Admissions prep course, documents all services, maintains accurate records, and meets regularly with permanent staff to review student progress and discuss any problems. The internship coordinator also serves as a role model and mentor to students; assists with special events; travels with students on community service trips, college visits and a cultural enrichment trip; and enforces the rules and regulations of the program.

Relevant coursework and skills: Open to all majors, but education or STEM majors preferred. Education majors are preferred due to academic and student-centered focus of Bridge program; STEM majors are preferred due to the opportunity for students to be mentored by STEM majors. Through this position, students will demonstrate and strengthen skills in communication, program administration and leadership.

Charles House Association – Program Intern Chapel Hill, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 5/10/18 – 8/15/18

Website: charleshouse.org/

Organization description: Charles House Association operates the Charles House Center for Community Eldercare to provide quality, personalized care to elders and respite for their caregiving families.

Internship details: The intern will gain valuable leadership and interpersonal skills while working hands-on with older adults. The intern will learn and work in both the adult day center (serving up to 40 people daily) and the eldercare home (with six residents). We will also do site visits in the community as well as work on three projects that can be tailored to the intern's goals and interests:

- Life stories
- Participant or resident assessment
- Directing a program at the day center

Relevant coursework and skills: There is no required or preferred major, but interns should have an interest in working with older adults and those living with dementia. The intern must be willing to learn and be adaptable.

Community Empowerment Fund – CEF Summer Intern Chapel Hill, North Carolina

Number of intern positions: 1

Transportation needed: Bike or walk

Start and end dates: 5/29/18 – 8/14/18

Website: communityempowermentfund.org/

Organization description: The Community Empowerment Fund (CEF) is a student-powered nonprofit organization focused on enabling and sustaining transitions out of homelessness and poverty. Our approach combines relationship-based support with financial services that achieve equity. Our members are connected to a supportive community of volunteers and advocates to help them achieve their goals. We work with members to secure housing, gain employment and build savings to achieve financial security and sustain transitions out of poverty. We empower members to achieve their goals and develop student leaders. We are passionate about sustaining transitions out of homelessness and leverage the combined resources of amazing volunteers and collaborations across a wide spectrum to support each person uniquely and holistically.

Internship details: Key responsibilities for this internship include assisting with the Advocate Program. Duties may include:

- Providing one-on-one support to individuals experiencing or at-risk of experiencing homelessness.
- Working with clients on resume writing, job applications, finding affordable local housing and community resources.
- One-on-one financial coaching and identifying resources to share with staff and advocates.

The intern will also spearhead a project designed collaboratively to match their interests and passions. Intern projects can be related to any of CEF's primary program areas, including housing, income, matched savings, data collection, communications and internal or external resource development. Summer interns will also attend weekly staff meetings and participate in decision-making, problem solving and resource development.

Relevant coursework and skills: All majors are welcome. Candidates must be comfortable working with Microsoft Office and have excellent interpersonal and communication skills to communicate complex concepts simply and effectively.

Compass Center for Women and Families – Domestic Violence Advocacy Intern Chapel Hill, North Carolina

Number of intern positions: 1

Transportation needed: Bike or walk

Start and end dates: 5/20/18 - 8/10/18

Website: compassctr.org/

Organization description: Compass Center for Women and Families helps individuals and families prevent and end domestic violence and become self-sufficient while navigating their journey to self-sufficiency, safety and health. We provide domestic violence crisis services, career and financial education, assistance with legal resources and adolescent empowerment programs. We empower individuals and promote equal access to opportunity regardless of gender or economic status. We serve more than 5,000 clients each year with essential programs and services like career and financial education, legal resources and support groups, all open to the public. Compass Center is the only Orange County resource for comprehensive domestic violence crisis services. Compass Center is also connected to Chapel Hill-Carrboro City Schools, offering sexual health programming and empowerment programs related to safe relationships in middle school health classes.

Internship details: Domestic violence advocacy interns are the first contact that clients have when they come to Compass Center or call our 24-hour domestic violence hotline. Responsibilities include:

- Provide emotional support, crisis intervention and domestic violence education over the phone and in person to survivors of relationship abuse as part of the Compass Center's 24-hour crisis services.
- Assist survivors in completing domestic violence protective orders.
- Keep accurate records of all interactions with survivors.
- Assist staff in coordination of fall 2018 volunteer training; create and/or update training materials.
- Compile and organize resource information.
- Office management duties as assigned.

Relevant coursework and skills: No specific major required, however, **prior training through Compass Center is required.** Compass Center will provide a 42-hour domestic violence hotline advocate training beginning Feb. 13 on Tuesday and Thursday evenings from 5:30 - 9 p.m. The training lasts six weeks ending on March 29. Training does not meet over UNC's spring break. Please note that the APPLES selection timeline happens in the middle of this training, so if you are applying for this position, you must be able to start training on Feb. 13 or have already completed training to be eligible.

Durham Arts Council– CenterFest Arts Festival Assistant Durham, North Carolina

Number of intern positions: 2

Transportation needed: Car

Start and end dates: 6/4/18 - 8/1/18

Website: durhamarts.org/

Organization description: The Durham Arts Council (DAC) is a private nonprofit dedicated to supporting the arts in Durham and the Triangle region in North Carolina. They produce art with local artists and organizations, raise funds to support the arts in the community, run classes for a spectrum of age groups and make sure that art is accessible to *all* people regardless of their race, color, sex, creed, religion, ancestry, national origin, age, disability, gender preference, marital status or political affiliation.

Internship details: The interns will be responsible for specific aspects of CenterFest production, DAC's annual street arts festival and the largest community festival in Durham. Responsibilities include:

- Overseeing the application process for festival vendors, including visual artists, performers, food vendors and nonprofit organizations.
- Answering questions, communicating regularly with applicants, preparing materials for selection meetings, corresponding with vendors once the selection process is complete, including contracts and confirmations.
- Recruiting volunteers and sponsors.
- Assisting with website updates and implementing the event-marketing plan.

Interns will work independently within the DAC staff team. Interns should communicate clearly and professionally with vendors, sponsors, the media and the public.

Relevant coursework and skills: Since the interns will be working with more than 300 visual and performing artists, an interest in the visual and performing arts can be helpful, but it is not necessary. Experience in journalism, communications, marketing, community development, urban planning and economic development are all valuable in producing a festival with a large marketing component, many community sponsors and local businesses, and a downtown site that impacts the downtown merchants for months before and after the festival.

East Coast Greenway Alliance—Communications Intern Durham, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 5/20/18 – 7/20/18

Website: greenway.org/

Organization description: The East Coast Greenway Alliance (ECGA) is the nonprofit organization spearheading East Coast Greenway (ECG) development. Based in Durham, North Carolina, the ECGA employs field staff in each of its four regions. The Alliance promotes the vision for connecting local trails into a continuous route, provides strategic assistance for states, counties and municipalities that build local trail sections, officially designates trails as part of the ECG trail system, posts signage and makes maps and guides to facilitate use of the Greenway.

Internship details: The student intern will contribute to social media engagement, media relations and event planning, as well as other projects depending on the skills/interest of the student.

Relevant coursework and skills: Journalism, public relations, communications.

Edible Campus UNC – Edible Campus Gardens Student Manager Chapel Hill, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 5/9/18 – 8/17/18

Website: ediblecampus.web.unc.edu/

Organization description: Edible Campus UNC creates working landscapes across the UNC-Chapel Hill campus to facilitate student engagement in topics of food and agriculture sustainability.

Internship details: The intern will:

- Ensure the horticultural maintenance of the Edible Campus gardens.
- Coordinate student volunteers.
- Lead student workdays and special events.
- Assist with Edible Campus outreach and education projects.
- Maintain UNC student and community partnership.

This internship requires many hours on your feet maintaining the garden beds. Applicants should be eager to learn about growing edible, medicinal and pollinator plants. Work schedule can be flexible.

Relevant coursework and skills: Background in environmental studies, biology, chemistry, ecology, geography, city planning or geography is preferred; however, an interest in food production, pollinator gardens and edible landscaping is most important.

Environmental Resource Program

Chapel Hill, North Carolina

Number of intern positions: 1

Transportation needed: Bike or walk to campus

Start and end dates: 5/14/18 – 8/17/18

Website: ie.unc.edu/environmental-resource-program/

Organization description: The Institute's Environmental Resource Program (ERP) connects UNC's environmental community with local communities, classrooms, government agencies and businesses across the state. By leveraging UNC's extensive capabilities in environmental science, we help build our partners' capacity to support healthy communities. In partnership with community leaders and with funding from NIH, NSF, NCDHHS, NCDEQ and private foundations, the Institute directly engages more than 2,500 North Carolinians annually.

Internship details: The education and outreach assistant will support the staff of the Environmental Resource Program, the education and outreach unit of the UNC Institute for the Environment. The intern will assist ERP staff with its summer programs targeted to K - 12 audiences. This includes a three-day energy science institute for K - 12 teachers July 10 - 12, as well as an energy science program for high school students July 30 - Aug. 3. For this reason, we encourage students with an interest in energy science to apply. ERP's K - 12 programming is designed to promote environmental science literacy. The intern will develop skills to design and present hands-on programming. The intern will work with ERP staff to research, adapt, design and implement hands-on lessons, particularly for students in the Energy LEAP program. In addition, this intern will provide administrative and logistical support, which may include driving participants on field trips. Students are an integral part of our team, and while supporting the everyday program operations, they obtain valuable skills that prepare them for work in this field.

Relevant coursework and skills: Background in environmental science or studies, education or related fields are preferred.

Fill Your Bucket List Foundation – Summer Intern Cary, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 5/15/18 – 8/15/18

Website: fillyourbucketlistfoundation.org/

Organization description: Similar to wish-granting organizations for children, Fill Your Bucket List Foundation grants adults 18 and older who have cancer the financial support to create lasting memories with the people they love. The foundation takes care of all details so patients can relax and focus solely on enjoying their dream.

Internship details: The intern will:

- Assist in developing and maintaining all PR content and media content calendars including draft press releases, media plans, all PR initiatives and timelines.
- Manage Twitter, Facebook and Instagram accounts, including inbound communications.
- Manage a database of donors and volunteers, write donor thank you notes and tax receipts.
- Create outreach to potential donors and maintain follow-up.
- Work with local media to highlight the foundation and fundraising events.
- Work on fundraising event details, execution and marketing.
- Interview potential grant recipients, their caregivers and their health care providers.
- Manage the application process for all potential grant recipients, including forms and details.
- Assist in executing wish details including travel, logistics, document management, volunteer donor management.
- Assist in gathering auction items and follow-up.
- Create fundraising ideas and details on potential events.
- Manage corporate sponsor contact calendars and follow-up.
- Create outreach to potential donors and maintain follow-up.
- Assist staff with administrative duties.
- Have fun helping adults with cancer live their dreams.

Relevant coursework and skills: Public relations execution and management, social media management, business management, entrepreneurial experience, nonprofit experience, event management and fundraising experience.

Kidzu Children's Museum – Museum Intern Chapel Hill, North Carolina

Number of intern positions: 1

Transportation needed: Car or bus

Start and end dates: 5/15/18 – 7/15/18

Website: kidzuchildrensmuseum.org/

Organization description: Kidzu Children's Museum is a hands-on museum dedicated to inspiring young children and the adults in their lives to learn through purposeful play.

Internship details: Kidzu seeks an intern to plan, develop and facilitate museum programs and operations. This internship includes hands-on, professional experience both behind the scenes and on the front-line working with children and adults. The goal for this internship is to give a well-rounded understanding of how a mid-sized children's museum functions from day-to-day and to provide experience working on a long-term strategic plan. The intern will work in all areas of the museum including operations, development, programs and exhibits, with a focus on programming. Our ideal intern will have past experience working with children, have confidence in front of small to medium sized groups and have a passion for fun and learning.

Relevant coursework and skills: The best candidates will be those looking for careers in the museum industry, nonprofit management, education and education administration. The intern should have excellent interpersonal and written communication skills, strong organizational and research skills, be able to work both within a small team and be self-directed and motivated.

La Isla – Program Coordinator

Chapel Hill, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 5/15/18 – 8/31/18

Website: laislaschool.org/en

Organization description: Our mission is to empower Latino youth and families to become bilingual, global citizens through innovative heritage language and cultural immersion programs.

ISLA's purpose is five-fold:

1. Give primarily low-income, Spanish-speaking students the opportunity to gain literacy skills in their native language of Spanish.
2. Lessen the academic achievement gap between Hispanic and non-Hispanic students.
3. Support students as they learn about their Latin American cultural heritage and navigate their own unique multicultural experiences.
4. Provide Spanish-speaking parents access to resources to raise happy, healthy, bilingual families.
5. Bridge the gap between Hispanic and non-Hispanic communities through a shared interest in the Spanish language.

Internship details: The program assistant will be the primary leader in maintaining ISLA's records and keeping Heritage Language Program materials organized and up-to-date. The program assistant will report to both the executive director and the director of development. Responsibilities and duties include:

- Organize and file all ISLA operational documents including student evaluations, materials request forms, lesson plans and materials, applications and administrative forms.
- Maintain organization of ISLA's Dropbox and implement a logical file naming system.
- Make sure that all rosters are up-to-date while monitoring and evaluating the effectiveness of the system on a bi-monthly basis.
- Manage and organize waitlists.
- Keep all email lists clean, organized, and up-to-date within our email management system.
- Send weekly reminder emails, text messages and phone calls to parents.
- Manage and update ISLA's public calendar.
- Assist the director in managing the Saturday Heritage Language Program.
- Occasionally make promotional flyers for ISLA community events.
- Ensure that all parent, teacher and volunteer contact information is accurate and up-to-date.

Relevant coursework and skills: Spanish, communications and business majors preferred.

Marbles Kids Museum – Summer Camp Intern Raleigh, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 5/1/18 – 8/31/18

Website: marbleskidsmuseum.org/

Organization description: At Marbles Kids Museum, children are encouraged to use their marbles (their brains) - learning new things through imagination, discovery and play. The organization's values are:

- **Ready Set Learn.** Play builds intellectual, social and emotional skill for success in learning and in life.
- **Be Healthy Be Active.** Play promotes physical development and good health.
- **Create Innovate.** Play encourages imagination, creativity and self-expression.
- **Explore Experiment.** Play leads to discovery and kindles curiosity.
- **Connect.** Play teaches cooperation and collaboration, strengthens families and unites our community.

Internship details: The summer camp intern will serve on the exhibits and programs team and will assist museum staff with set up and delivery of program and learning activities. Duties preparing and managing program materials, program set-up and development. As time allows, the intern will assist with other museum programs and events. The intern will learn about Marbles' nonprofit structure and function as well as the impact of play on young children's cognitive and social development.

Relevant coursework and skills: A major in education or communication is preferred but not required. Strong presentation and public speaking skills, a commitment to customer service, strong multi-tasking and communication skills, ability to be both a self-starter and a team player and willingness to work with middle school and elementary-age children in large groups are preferred.

MiracleFeet – Fundraising Intern

Carrboro, North Carolina

Number of intern positions: 1

Transportation needed: Bike or walk from UNC's campus

Start and end dates: 5/22/18 – 8/18/18

Website: miraclefeet.org/

Organization description: MiracleFeet increases access to proper treatment for children in developing countries born with clubfoot through partnerships with local healthcare providers. With MiracleFeet's support, treatment is free or extremely low-cost. More than 90 percent of supported clinics are located in public hospitals, ensuring treatment is effective and the model is sustainable.

Internship details: This intern will support all members of the fundraising and marketing team. Work will be based on the team's needs and the intern's interests/skill set. Tasks may include:

- Grant research: researching foundation and private funding sources for MiracleFeet, updating the grant management database, reviewing proposals and content for funders.
- Grant management: reviewing proposals and content for funders.
- Donor engagement: management of the donor database, interacting with current and potential donors through providing content and follow-up.
- Corporate relationships: examining potential partnerships with global corporations, updating corporate database with corporate social responsibility information.
- High net worth donors: researching potential donors and connections.
- Digital content management: cataloging and editing images/videos, collecting patient stories from staff members.
- Administrative tasks: donation processing, creating donor packets, assisting with presentations for board members, office duties shared by all staff members.
- Engagement and support of the monitoring and evaluation team.

Relevant coursework and skills: No major preferred. Interested in nonprofit work, health or fundraising recommended. This position will provide the intern with growth in research, database management, event planning, writing, project management, public speaking, outreach and administration. If the intern has other educational or career aspirations within marketing or fundraising, MiracleFeet will coordinate with the intern to engage in special projects. This internship will also provide insight into what it is like to work at a small and growing nonprofit, while gaining an understanding of how an international nonprofit works out of the United States.

North Carolina Botanical Garden –Environmental Education Intern Chapel Hill, North Carolina

Number of intern positions: 1

Transportation needed: Bike or walk

Start and end dates: 5/23/18 – 8/10/18

Website: ncbg.unc.edu/

Organization description: The North Carolina Botanical Garden is part of The University of North Carolina at Chapel Hill. We further the University's mission of teaching, research and public service through our mission: "To inspire understanding, appreciation and conservation of plants and to advance a sustainable relationship between people and nature."

Internship details: Primary responsibilities include:

- Help prepare for and co-lead Nature Explorers Summer Camps designed to connect children (ages 4-12) with plants and nature and foster a love for science learning.
- Work with camp staff to create and maintain educational activities, materials and equipment.
- Assist with maintenance of children's garden and discovery room.
- Assist with education department support duties as needed.

Relevant coursework and skills: Science education, natural sciences, ecology, biology or outdoor recreation majors preferred, but not required.

North Carolina General Assembly – Intern for Representative Graig Meyer Raleigh, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 5/16/18 – 8/2/18

Website: ncleg.net

Organization description: The North Carolina General Assembly is the collective name given to the two bodies that make up the legislative branch of our state government. The General Assembly is comprised of the House of Representatives and the Senate and they make the laws for the state of North Carolina. The legislature meets biennially, for a long session in the odd-numbered years and a short session during the even-numbered years. Each legislator in the House of Representatives is elected for a two-year term to serve his or her constituents. The representative often functions as a liaison to assist constituents with issues they may be having with other state agencies. The legislator is also responsible for gathering ideas to draft bills to become law that will represent and benefit his or her constituency and the residents of the state as a whole. Each representative also serves on several committees that review each proposed bill before it is submitted to the body as a whole to vote on whether or not it should become a state law.

Internship details: The intern will work with the legislator and his assistant on a range of projects. The work will be varied and will include constituent services, research, tracking legislation, policy analysis, communications and media support, and administrative operations. The intern will observe meetings with constituents, interest groups and lobbyists, and observe committee hearings and floor debates. The schedule will be flexible, likely with evening hours on Mondays but early release on Fridays. Some work may be done remotely. Parking will be determined.

Relevant coursework and skills: A commitment to public service and a sincere interest in politics and public policy, as well as discretion, integrity, sound judgment and the ability to maintain confidentiality are required. Although a major in politics or public policy is a good fit to the internship, it is not required. Any major will be considered so long as the intern has a sincere interest.

North Carolina General Assembly – Intern for Senator Valerie Foushee Raleigh, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 5/16 – 7/26

Website: ncleg.net

Organization description: There are three branches of government in the State of North Carolina – executive, judicial and legislative. The legislative branch of North Carolina’s government is the North Carolina General Assembly (NCGA). The NCGA enacts statewide and local laws and establishes rules and regulations governing the conduct of the people. The NCGA consists of two chambers: the Senate and the House of Representatives.

Internship details: The intern will serve in the office of Senator Valerie Foushee, North Carolina Senate District 23. Duties will include assisting with the development and distribution of the senator’s newsletter, author articles regarding relevant hot topics, research bills, attend committee meetings and chamber sessions as requested, and assist with administrative tasks in the office such as answering telephones, taking messages and greeting guests to the senator’s office.

Personal transportation will be required to the North Carolina Senate (517 Legislative Office Building, Raleigh, NC 27603) and parking is available for free.

Relevant coursework and skills: Strong writing and communication skills, sound judgment, interest in politics and public policy.

North Carolina Therapeutic Riding Center – Summer Camp Intern Chapel Hill, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 6/5/8 – 8/11/18

Website: nctrcriders.org/

Organization description: The North Carolina Therapeutic Riding Center (NCTRC) empowers children and adults with physical, mental, emotional and social challenges to create more active, healthy and fulfilling lives through equine assisted activities and therapies.

Internship details: The intern will assist with summer camps, fundraising and outreach efforts. The intern will work directly with the executive director on donor relationships including fundraising, marketing, special events and other necessary projects.

There is also an opportunity to work with NCTRC camp directors to plan and execute six weeks of summer camp. NCTRC offers one of the only inclusive summer camp experiences in the area. Camps are open to children ages 5 - 12, with or without disabilities. Campers participate in a variety of activities from 9 a.m. - 2 p.m. each day, including horseback riding, arts and crafts, learning about farm animals and painting ponies.

Relevant coursework and skills: None required.

Orange County Partnership for Young Children – Communications and Development Intern

Chapel Hill, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 5/15/18 – 8/31/18

Website: orangesmartstart.org/

Organization description: The Orange County Partnership for Young Children (OCPYC) was founded in 1993 as the first Smart Start agency in the state. The partnership's mission is to ensure that all young children arrive at school healthy and ready to succeed. The partnership administers the Smart Start Early Childhood Initiative and the More at Four program in Orange County. Through the Smart Start and More at Four grants, we promote young children's healthy development and school readiness by planning and funding a variety of programs that address the critical issues facing young children and their families. Our programs concentrate on early childhood education, children's health, early intervention, parenting education and family support. The partnership addresses the critical issues facing young children and families that adversely affect a child's school readiness.

Internship details: The intern will assist in creating a PR campaign and will work on social media outreach, website updates and community outreach. The intern will also develop celebration activities and events for the 25th anniversary.

Relevant coursework and skills: No preferred or required major.

Piedmont Wildlife Center – Summer Camp Education Intern Durham, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 6/4/18- 8/24/18

Website: piedmontwildlifecenter.org/

Organization description: Piedmont Wildlife Center is a nonprofit organization that inspires people to develop a positive lifelong connection with nature and encourages active engagement in conservation. They accomplish this mission through a community oriented approach to nature education, leadership development and conservation science.

Internship details: The intern will assist with our day camp operations at any of our summer camp locations (Leigh Farm Park in Durham, Umstead Park in Raleigh, or Blackwood Farm Park in Orange County). This includes assisting camp counselors in running activities for campers, helping keep students engaged, keeping campers safe and making their experience fun in an outdoor setting. Interns will plan games or activities for with campers and work with different age groups, learning mentoring techniques and becoming part of our community. In addition, the intern will have an independent project to work on through the summer. This project will be a camp activity or resource that will be presented during the camp season to campers and staff at least two times and then written up and put into our resources for future use.

Relevant coursework and skills: Preferred majors include environmental education, education, environmental science/studies, biology and outdoor recreation.

Raleigh/Wake Partnership to End and Prevent Homelessness – Communications and Community Engagement Intern

Raleigh, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 5/15/18 – 8/15/18

Website: endhomelessnesswake.org/

Organization description: Created in 2006, The Raleigh/Wake Partnership to End and Prevent Homelessness is the integrated effort of The City of Raleigh and Wake County governments to end and prevent homelessness. We lead community programs such as Project Homelessness Connect, The Oak City Outreach Center and The Wake County Homeless Resource Guide. Our mission is to strategically lead and engage the community in collaborative efforts to prevent and move people out of homelessness. Our involvement includes three guiding principles: advocacy, convening and communicating.

Internship details: The intern will work on ongoing strategies for communications, outreach and engagement, and implement core components of the communications and outreach plan developed by previous APPLES interns. Activities might include, but are not limited to, creating content for the website and social media posts; maintaining social media including Twitter, Facebook and Instagram; and most importantly, always thinking of new and better ways to engage our community to serve the homeless population. This will not be an administrative job. There may be some events and fundraising activities that the intern will be invited to attend, but these are not internship requirements.

Relevant coursework and skills: Communications, public administration, social work, public policy, business, etc. are helpful.

Student Action with Farmworkers – Into the Fields Intern Durham, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 5/27/18 – 8/5/18

Website: saf-unite.org/

Organization description: Student Action with Farmworkers works with farmworkers, students and advocates in the southeast and nationwide to create a more just agricultural system. Since 1992, we have engaged thousands of students, farmworker youth and community members in the farmworker movement.

Internship details: The intern will work 35 - 40 hours per week, participate in the program from May 27 – Aug. 5, 2018, write four guided writings or blogs and complete a documentary or theater project. The intern must be willing to drive or travel long distances for trainings and farmworker outreach (one to four hours per day, two to five days per week). Most interns live and work in rural agricultural areas in the southeast. We place interns at an organization based on their skills and interests. All placements consist of at least 50 percent office work as well as some outreach to farmworkers, their children or meat processing workers. Placement types may include legal assistance positions, health agency positions, migrant education positions, lobbying positions, community organizing positions and union or labor organizing positions. More information about this internship can be found online at Student Action with Farmworkers.

Relevant coursework and skills: Spanish proficiency.

Student U – Summer Academy Teacher Durham, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 6/4/18 – 8/2/18

Website: studentudurham.org/

Organization description: Student U is a college-access organization that believes all students in Durham have the ability to succeed. To make this dream a reality, Student U creates services to support students through middle school, high school and college. By providing direct services during out of school time during the summer and after school, and advocating for students and families within schools, we ensure that students develop the academic skills and personal well-being needed to succeed in college.

Internship details: The intern will serve as a teacher in the Student U community. Teachers teach one core class (math, science, English or global connect), co-lead a small reading group, and design and implement an elective course based on their interests. Teachers are supported by mentor teachers and other Student U staff. Teachers also advise a small group of students, which includes regular phone communication with family members, writing an end-of-summer evaluation and conducting a parent-student-teacher conference. The intern will attend weekly faculty meetings and contribute to our community.

Relevant coursework and skills: All majors/academic programs are welcome to apply to Student U.

TEACCH – Summer Training Assistant

Chapel Hill, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 6/4/18 – 8/3/18

Website: teacch.com/

Organization description: The University of North Carolina TEACCH Autism Program's mission is to create and cultivate the development of exemplary community-based services, training programs and research to enhance the quality of life for individuals with autism spectrum disorder across their lifespan.

Internship details: TEACCH provides four one-week long, hands-on training programs for professionals working with students with autism spectrum disorder (ASD) in educational settings. The intern will help set up a demonstration classroom and work directly with children with ASD in this demonstration classroom for elementary through high school children ages 6 - 21. The intern will make educational, communication, domestic, social and leisure activities as well as individualized visual structures to increase the skills and independence of the students with ASD. The intern will also spend time with the TEACCH Supported Employment Program and the Carolina Living and Learning Center observing and interacting with adults with ASD at their employment sites and residential programs.

Relevant coursework and skills: There is no required or preferred major. TEACCH follows a generalist model so the autism specialist can come from a variety of backgrounds including but not limited to psychology, education, speech and hearing, rehabilitation counseling and social work. The only requirement is that the intern must demonstrate an interest in learning more about autism spectrum disorder and the TEACCH Autism Program services for individuals with ASD across the lifespan.

The ArtsCenter– Youth Education Program Management Intern Chapel Hill, North Carolina

Number of intern positions: 1

Transportation needed: Bike or walk from UNC's campus, car needed

Start and end dates: 6/4/18 – 8/10/18

Website: artscenterlive.org/

Organization description: The ArtsCenter educates and inspires artistic creativity and enriches the lives of people of all ages. The ArtsCenter vision is to create an educational environment that provides opportunities, inspiration and tools to people of all ages and skill levels to participate in the arts.

Internship details: During the first half of the internship, the intern will be a part of our team of seasonal ArtsCamp assistants, who ensure that our camps for students entering grades K-12 run smoothly. Responsibilities may include assisting teaching artists in the classroom, organizing and ordering supplies, communicating with parents and signing students in and out of camp. The second half of the internship will be working with our Ready for K program at Carrboro Elementary, a partnership with Family Success Alliance (FSA). This program provides academic preparation and artistic enrichment for 45 - 60 rising kindergarten students identified by FSA. The intern will provide ArtsCenter teaching artists with structural and behavioral support in the classroom and assist with transitions throughout each daily session. This afternoon program takes place during the month of July. Spanish fluency/proficiency is strongly recommended, but not required, since most students in the program speak Spanish at home and are beginning to learn English. The intern will need to arrange their own transportation from the ArtsCenter to Carrboro Elementary each afternoon.

Relevant coursework and skills: Major/minor or experience in education, visual or performing arts, social work, Spanish or psychology. Applicants should have a demonstrated interest in working directly with pre-K and elementary-aged children.

The Life Center– Summer Program Intern Chapel Hill, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 5/16/18 – 8/1/18

Website: lifecenterdurham.org/

Organization description: The Life Center benefits the lives of children and families living in low-income environments through:

- After school academic programs,
- Teen leadership clubs, and
- Parental guidance programs.

Internship details: The intern will help coordinate the summer program to serve children of Cornwallis Road (Durham Housing Authority) with reading and other skill development activities.

Relevant coursework and skills: Social work, education or related fields are preferred.

The Triangle Nonprofit & Volunteer Leadership Center – Youth Leadership and Nonprofits Program Intern

Durham, North Carolina

Number of intern positions: 1

Transportation needed: Car

Start and end dates: 5/10/18 – 8/15/18

Website: thevolunteercenter.org/tp42/default.asp?ID=139710

Organization description: Through our work we strive to:

- Strengthen nonprofits and the impact they have in our communities,
- Motivate volunteers,
- Provide leadership and civic engagement opportunities for students, and
- Coordinate direct human service projects for the Department of Social Services.

Internship details: Responsibilities include:

1. Summer of Service Week: Program outreach, finalize curriculum, secure volunteer service sites, create teambuilding activities, schedule speakers on various social justice issues, work with volunteers and serve as onsite program coordinator.
2. The Institute of Civic Engagement for Emerging Leaders: Program marketing, candidate selection, finalize curriculum, schedule nonprofit/community speakers on topics (impact of nonprofits/social justice issues), help students develop a Capstone project addressing a community need, select project judges, secure service sites, teambuilding, recruit volunteers and serve as onsite coordinator.
3. Global Giver Program: Securing volunteer service sites, recruit program volunteers and ensure timely communications with program staff and sites.
4. Mayor's Award: Respond to student/parent requests, assist in locating volunteer opportunities appropriate for youth and help coordinate other aspects of the program as needed.

Relevant coursework and skills: There is no required major/academic program. Due to the nature of the internship, candidates should be comfortable with interpersonal communications on various levels (clients/students/executives). Interns interested in youth development/leadership, civic-community building, communications/marketing, social justice issues or psychology/sociology are appropriate as well as other programs.