APPLES
Service-Learning
INTERNSHIPS

SPRING 2019
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 packet details available APPLES spring 2019 internship positions. The organizations included cover a spectrum of professional development opportunities offered to Carolina students, including communications, program development and teaching. Likewise, the organizations include nonprofit organizations, schools and local government. Each position offers students unique, developmental experiences in environmental education, psychology, public policy, journalism, advertising, business, entrepreneurialism and many more.

All of these opportunities are designed and have been selected so that students gain professional experiences, while simultaneously continuing their education over the summer. Interns agree to complete 150 hours of work, receive a $1,200 stipend and are enrolled in a three-credit hour service-learning course in the spring provided through the School of Social Work.

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. There are a variety of opportunities listed in the guide. Information includes start and end dates, position descriptions and organization overviews. Should you have additional questions, be sure to reference the organization’s website or contact apples@unc.edu. Applications are due Monday, Oct. 8.

Thank you for your interest in APPLES Service-Learning Internships and your commitment to public service and the community. We wish you the best of luck.

Sincerely,

Rhyan Stone ‘19
Mary Elise O’Brien ‘20
APPLES internship co-chairs

ccps.unc.edu/apples/service-learning-internships
Internship Listing According to Position Focus

Education
Casa Esperanza Montessori Charter School
Central Carolina Community College
Kidzu Children’s Museum
North Carolina Botanical Garden
Piedmont Wildlife Center
The Life Center

Marketing
Chapel Hill Downtown Partnership

Marketing and Public Relations
Chapel Hill-Carrboro School System Volunteers and Partners
Child Care Services Association
Fill Your Bucket List Foundation
Immersion for Spanish Language Acquisition (ISLA)
Orange Literacy
Raleigh/Wake Partnership to End and Prevent Homelessness
Theater Delta

Outreach and Fundraising
Orange County Rape Crisis Center

Project Management
Carolina Friends School
Durham County Department of Public Health
Hope Her Way
North Carolina Therapeutic Riding Center
Triangle Ultimate

Public Policy
Orange County Department on Aging

Social Services
Carolina Meadows
Charles House Association
Carolina Friends School Extended Learning & Summer Programs—
Extended Learning Assistant
Durham, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/9/19 – 4/26/19

Transportation needed: Car

Website: https://www.cfsnc.org/cfs-education/extended-learning/summer-programs

Organization description: Carolina Friends School is a vibrant and inclusive learning community empowering students to think critically, creatively, and independently. We foster active exploration and quiet reflection, individual endeavor 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. Extended Learning @ CFS is innovation hub for student, adult, and family enrichment and encompasses existing Extended Day (AfterHours) offerings and Summer Programs. CFS’s 2019 Summer Programs will offer a range of opportunities for students age 4-18 for nine weeks, likely June 17 through August 16 (including July 4th). We aspire to provide programs that spark intellectual curiosity, encourage playful exploration, and help build character. At heart, this is a place of joy!

Responsibilities include: The Intern will work collaboratively with CFS’ Director of Extended Learning. Areas of opportunity, depending on individual strengths and interests, might include program development and scheduling, student and parent engagement, database and website work, photography/videography, marketing/communications, and lots of problem-solving. A sense of humor, playfulness, and energy are expectations, and we welcome contributions to an entrepreneurial, innovation-minded vision. Just 15 minutes from UNC, CFS has 126 acres of woodlands, pasture, and stream—not a bad work environment! We can be flexible in scheduling the 150 hours to meet a student’s availability each week and across weeks.

Relevant coursework and skills: Relevant majors include business administration, education, marketing/communications, psychology, recreation and leisure studies, and sociology. The Intern will acquire skills and experience related to their major. We’d love an individual who enjoys working with children and can contribute to the daily operations of this good-sized “business,” serving close to 900 “clients” (students) and 90 paid and volunteer staff (from instructors to Counselors-In-Training) in Summer Programs plus youth and adult students and also staff in school-year programs.
Carolina Meadows – Music & Memory Assistant
Chapel Hill, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/9/19 – 4/26/19

Transportation needed: Car

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.

Responsibilities include:

- Maintain/expand the Music & Memory Program at Carolina Meadows. (Ex. Interview older adult residents to determine music preferences and song selection. Download songs to prepare personalized playlists for music devices such as iPods, MP3. For more information about the program, see http://musicandmemory.org).
- Explain program to volunteers and staff from departments such as Activities, Nursing, and Housekeeping so they can include Music & Memory equipment checks and listening in their visits to participating residents' rooms.
- Support the loan program for the Chatham County Council on Aging in Pittsboro. (Ex. Help design and deliver a Music & Memory educational program for interested community caregivers.)
- Support the Music & Memory program at other elder care facilities and the Council on Aging in Chatham County and develop a plan to grow. (Ex. Create brochures or press releases, present to local service organizations or faith communities.)

Relevant coursework and skills: Music, Gerontology, Psychology, Social Work, Public Relations, Recreational Therapy (An interest in music and relating to older adults is more important than the major.) Please note requirements of Background Check, Drug Test, negative TB test in the last 12 months, Flu Shot for 2018-2019. Prefer intern to be available 2 mornings and 2 afternoons weekly. Best days and times are Tues 9:00-12:00, Wed 9:00-12:00, Mon 2:00-5:00, Wed 2:00-5:00 or Thurs 2:00-5:00.

*Please note, you must be able to interview in-person for this site as client interaction is part of the interview. Students who are currently studying abroad will not be considered for this position.*
Casa Esperanza Montessori Charter School – Childcare Staff
Raleigh, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/9/19 – 4/26/19

Transportation needed: Car

Website: http://www.cemcs.org/

Organization description: We are a non-profit 501(c) 3 Public Charter School (K-8), and private preschool located in North Raleigh*. Our programs offer a dual language (Spanish) environment. At Casa Esperanza Montessori (“Casa”), students develop a worldview that is both practical, and thoroughly inspirational. Our students are creative, independent learners, and self-directed problem solvers, due in part to our Montessori philosophy. Casa also offers a multicultural experience, so that families may choose a Spanish immersion curriculum or a Spanish enrichment curriculum.

Responsibilities include: The APPLES intern will work with our childcare program, providing homework assistance and mentoring for children in our school. The intern will be monitoring student progress and success throughout their participation in this program.

Relevant coursework and skills: Education major (preferred)
Central Carolina Community College – Upward Bound Program Assistant
Sanford, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/14/19 – 5/3/18

Transportation needed: Car

Website: cccc.edu/

Organization description: Central Carolina Community College (CCCC) is a public, two-year college serving, primarily, residents of Chatham, Harnett and Lee counties. It is a member of the North Carolina Community College System and accredited by the Southern Association of Colleges and Schools. Upward Bound Math and Science is CCCC program designed to strengthen the math and science skills of participating high school students. The program’s goal is to help students recognize and develop their potential to excel in math and science, and to encourage them to pursue postsecondary degrees in math and science, and ultimately careers in the math and science profession.

Internship details: The Upward Bound program assistant intern will assist the Upward Bound staff in preparing four summer programs for low-income and first-generation high school students.

Responsibilities include, but are not limited to:

- Assisting seniors with college applications and scholarship searches
- Assisting with the planning and coordination of monthly Saturday Sessions for all Upward Bound students
- Assisting staff and high school juniors in securing summer internship placements by reaching out to local businesses based on students' interests,
- Initiating plans for summer trips, including Friday college visits and community service events, and out-of-state cultural enrichment tours,
- Updating summer handbooks and schedules, and
- Taking inventory of, ordering and preparing summer supplies.

This internship is located in Sanford, North Carolina and the work schedule is flexible based on the intern’s schedule and availability. Ideally, the intern will come to the office approximately once per week and complete other work remotely.

Relevant coursework and skills: None required. The position and organization may be a good match for those interested in education or social justice, but students of other majors are also welcome to apply.
Chapel Hill-Carrboro School System Volunteers and Partners – Spring Intern  
Carrboro, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/9/19 – 4/26/19

Transportation needed: Walk/bus, bike, car

Website: https://www.chccs.org/volunteers

Organization description: We are a non-profit 501(c) 3 Public Charter School (K-8), and private preschool located in North Raleigh*. Our programs offer a dual language (Spanish) environment. At Casa Esperanza Montessori (“Casa”), students develop a worldview that is both practical, and thoroughly inspirational. Our students are creative, independent learners, and self-directed problem solvers, due in part to our Montessori philosophy. Casa also offers a multicultural experience, so that families may choose a Spanish immersion curriculum or a Spanish enrichment curriculum.

Responsibilities include: CHCCS Volunteers and Partners work closely with our teachers and school administrators to define roles for volunteers that support classroom instruction. At all times, our focus is on student achievement.

The intern will report to the volunteer office at agreed upon times between the hours of 8:00 am -5:00 pm. They will have the opportunity to collaborate with office staff regarding efficiency and effectiveness of volunteer program in CHCCS and help make improvements where needed. They will need to provide own laptop.

Projects may include:
  • Help with social media
  • Identify ways to reach both university and community volunteers
  • Create marketing strategies and materials
  • Website design
  • Volunteer Recruitment

Relevant coursework and skills: Social media, website design, communication and marketing
Chapel Hill Downtown Partnership – ArtWalk Outreach Coordinator
Chapel Hill, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/10/19 – 5/19

Transportation needed: Car

Website: http://downtownchapelhill.com/; http://www.2ndfridayartwalk.com/

Organization description: The Chapel Hill Downtown Partnership is a BID (business improvement district) organization that sits in between the University, Town of Chapel Hill, and Downtown Chapel Hill merchants to facilitate and foster vibrancy and spontaneity in Downtown Chapel Hill.

Internship details:

The 2nd Friday ArtWalk is a monthly arts event that occurs in Downtown Chapel Hill and Carrboro. 2nd Friday ArtWalk venues participate with special offerings, artist talks, and other celebrations. Initially an independent undertaking by local businesses, the 2nd Friday ArtWalk is now a program of the Chapel Hill Downtown Partnership.

The ArtWalk Coordinator will play a key role in the monthly event through business outreach, programming support, marketing, and acting as the point of contact for business concerns. Moreover, this Coordinator will build upon the work of a prior intern who researched ‘best practices’ for similar events in other communities. The Coordinator will implement some of those practices with the assistance of the Chapel Hill Downtown Partnership staff. It is expected that the ArtWalk Coordinator contribute their own creativity and enthusiasm for public arts and small business in their work.

Responsibilities include:

- Event planning, supported program development and execution
- Business outreach
- Social media and e-mail marketing
- Digital photography and video skills

Relevant coursework and skills: Relevant coursework may include marketing, communications, studio or performing arts, city planning, social impact assessment, or other coursework where you have engaged with community stakeholders.

Additional skills include comfort with digital tools, ability act in a public-facing role with tact and diplomacy, and familiarity with the arts.
Charles House Association – Program Intern
Chapel Hill, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/10/19 – 5/15/19

Transportation needed: Car

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. They work to enrich senior’s lives through a day facility with activities and support and an eldercare facility.

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 the adult day center (serving up to 40 people daily) and the eldercare home (with six residents). Intern responsibilities may include:

- Creating or implementing recreational programs and life enrichment activities for seniors,
- Preparing program materials,
- Leading or presenting small group activities,
- Interacting with participants one-on-one or in groups through reading, storytelling, games and music, and
- Assisting with event planning, marketing or administrative tasks.

Relevant coursework and skills: As long as there is an interest in working with older adults and those living with dementia, there is no required or preferred major. The intern must be willing to learn and be adaptable.
Child Care Services Association – Communication Intern
Chapel Hill, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/14/19 – 4/26/19

Website: https://www.childcareservices.org/

Organization description: We are excited to be a part of the proven success of early care and education programs. Through research, services and advocacy, Child Care Services Association realizes improvements to the child care system throughout North Carolina and across the country. As a national nonprofit agency and United Way member, we are proud to be a leader and innovator in strengthening the early care and education system.

Responsibilities:

- Implement and help manage a planning calendar for organization-wide social media sites and newsletters
- Create and curate content for organization-wide social media sites
- Analyze promotional materials for CCSA’s programs and departments and work with departments to determine the need for brochures, updated logos, training materials, presentation materials, etc.
- With the Development Manager, write and design promotional materials as needed based on the above analysis
- Support design and communication needs for the organization’s events
- Create business cards and send thank you letters
- Providing input into the short- and long-term communication plan for the organization
- Attend and participate in staff meetings, if applicable
- Formally present programs and/or activities you have developed or been involved with
- Become familiar with the roles of the professional and paraprofessional staff at CCSA
- Become familiar with all aspects and services provided by CCSA
- Become aware of community services, resources and educational facilities available to program participants
- Other communications tasks as assigned

Relevant coursework and skills: Communication, journalism, graphic design, public relations, digital communication majors preferred
Durham County Department of Public Health – Healthy Mile Trails Coordinator
Durham, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/28/19 – 4/18/19

Transportation needed: Car

Website: http://dcopublichealth.org/

Organization description: Healthy Mile Trails are designated one-mile walking trails in Durham neighborhoods. The Partnership for a Healthy Durham first created these trails in 2012 after residents identified their neighborhoods as the top places where they exercise in the 2011 & 2014 Community Health Assessments. These trails make it easier for Durham residents to reach the recommended 30 minutes of physical activity a day. Durham now has five Healthy Mile Trails but no dedicated coordinator to organize events and consistently promote the trails.

Responsibilities include:
• Serve as a liaison between the Durham County Department of Public Health/Partnership for a Healthy Durham and all five Healthy Mile Trail neighborhood leaders
• Coordinate HMT events and activities in collaboration with neighborhood trail leaders
• Design/collaborate with others to create materials and promote HMTs through print and social media
• Collaborate with evaluation team to coordinate data collection opportunities (no previous program evaluation experience required)
• Spanish language fluency and familiarity with Durham would be an added bonus.

Relevant coursework and skills: Communication studies, media and journalism, information science, and psychology
Fill Your Bucket List Foundation – Spring Intern
Cary, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/8/19 – 4/29/19

Transportation needed: Car

Website: fillyourbucketlistfoundation.org/

Organization description: Fill Your Bucket List Foundation is a foundation created to support adults with cancer by making a wish or dream come true. Similar to wish-granting organizations for children, Fill Your Bucket List Foundation grants adults 18 years of age and older diagnosed with 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 on enjoying their dream.

Internship details:

Responsibilities include:

- Assisting in developing and maintaining all PR content and media content calendars,
- Drafting press releases, media plans and all PR initiatives and timelines,
- Managing Twitter, Facebook and Instagram accounts, including inbound communications,
- Managing the foundation’s donor and volunteer database,
- Writing thank you notes and tax receipts to donors,
- Working with local media outlets to highlight foundation and fundraising events,
- Working on fundraising event details, execution and marketing,
- Interviewing potential grant recipients, their caregivers and their health care providers,
- Managing the application process for all potential grant recipients, including forms and details,
- Assisting in executing wish details including travel, logistics, document management and volunteer donor management,
- Assisting in gathering auction items for fundraising events and ensuring follow up,
- Creating fundraising ideas and details on potential events,
- Managing corporate sponsor contact calendars and following up as needed,
- Assisting staff with administrative duties,
- Creating outreach to potential donors and maintain follow up, and
- Having fun helping adults with cancer live their dreams.

We will interact with the intern via phone, internet and in person. Work can be done remotely as well as at the foundation offices in Cary or Raleigh, North Carolina. The intern needs to work in Cary or Raleigh one to two days per week (for a few hours at a time, not full days).

Relevant coursework and skills: Journalism, public relations, business administration, creative writing or marketing majors are preferred.
Hope Her Way – Assistant Program Coordinator
Durham, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/14/19 – 4/12/19

Transportation needed: Car

Website: https://www.facebook.com/HopeHerWay/

Organization description: Hope Her Way, Inc. is a registered 501c3 non-profit. Our mission is to help low-income single parents gain college entry. We are a highly motivated team looking to provide an intentional and robust experience for our Spring intern. Reporting to the Executive Director, the Spring intern will serve as the Assistant Program Coordinator for our Higher Education Readiness program (H.E.R.). This program is an eight-week course designed to provide individualized services and resources that prepare our clients to successfully gain acceptance into their desired degree program.

Responsibilities include:
- Help coordinate all personal development workshops
- Help recruit and train program volunteers
- Occasionally help recruit pre-college workshop facilitators
- Manage social media accounts
- Occasionally assist with administering assessments to clients
- Assist with organizing and maintaining the client profile database
- Assist with administrative tasks and marketing
- Help plan and facilitate the client graduation ceremony
- Occasional other duties as assigned

Relevant coursework and skills: Education, Social Work, Business Management/Marketing, Psychology, Sociology, Communication, Public Policy, Public Relations, Journalism, and Event planning
Immersion for Spanish Language Acquisition–Communications and Development Intern
Chapel Hill, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 2/5/19 – 5/5/19

Transportation needed: Car, bus, or walk

Website: https://www.laislaschool.org/

Organization description: Empowering Latino youth and their communities to become bilingual, global citizens through innovative heritage language and cultural immersion programs.

Responsibilities:
- The intern will be responsible for running social media campaigns
- Creating social media plans
- Press releases
- Networking with other local organizations
- Assisting with spring fundraising
- Coordinating marketing/advertising plan for spring events
- Creating social media workshop for high school class

Relevant coursework and skills: Spanish, Business, and/or Communications. Intern should be able to speak Spanish.
Kidzu Children’s Museum – Museum Intern
Chapel Hill, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/15/19 – 5/5/19

Transportation needed: Car or bus

Website: kidzuchildrensmuseum.org/

Organization description: Kidzu is an adventurous expanded museum experience for infants to tweens to make, build, explore and learn. Kidzu’s new 8,500 square foot space is multi-sensory, play-centered and focused on providing area children and their families, teachers and caregivers an ever-changing menu of exhibits and programs that inspire creativity, collaboration and community. 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 behind the scenes and on the front-line working with children and adults. The internship goal is to give a well-rounded understanding of how a mid-sized children’s museum functions day-to-day and to provide experience working within a long-term strategic plan. The intern will work within all areas of the museum including operations, development, programs and exhibits, but with a larger focus on programming. The ideal intern will have 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, in nonprofit management or in education administration.
North Carolina Botanical Garden – Environmental Educator
Chapel Hill, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/29/19 – 4/26/19

Transportation needed: Walk, bike, bus or car

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 own mission: To inspire understanding, appreciation and conservation of plants and to advance a sustainable relationship between people and nature.

The North Carolina Botanical Garden has been a leader in native plant conservation and education in the southeastern United States for more than 40 years. We are committed to providing educational programs around botany, nature study, gardening, conservation and more. As a public garden, we strive to serve all members and all ages of the public, through educational, informational and therapeutic programs.

Responsibilities:
• Help prepare and lead hands-on environmental education programs for children and families focused on natural science and conservation. Programs include school field trips, early childhood classes, and family workshops.
• Assist with program development, administration, and promotion; creation and maintenance of educational materials, equipment, and program areas
• Assist with maintenance of Children’s Wonder Garden and Discovery Room
• Learn how to implement developmentally-appropriate natural science curriculum and facilitate exploration of nature with children
• Assist with Education Department support duties as needed

Relevant coursework and skills: Science education, education, natural sciences and outdoor recreation.
North Carolina Therapeutic Riding Center – Programming Assistant
Mebane, North Carolina

Number of intern positions: 2

Dates (to be confirmed once intern is selected): 1/15/19 – 4/28/19

Transportation needed: Car

Website: nctrcriiders.org/

Organization description: The NC Therapeutic Riding Center (NCTRC) empowers children and adults with physical, emotional, mental and social challenges to create active, healthier and more fulfilling lives through equine-assisted activities and therapies. Since 1977, NCTRC has served thousands of children and adults, and is now the oldest therapeutic riding center in North Carolina. The challenges faced by our clients include autism, learning disabilities, cerebral palsy, Down Syndrome, behavioral issues, brain injuries and developmental delays.

Internship details: Our internships are somewhat flexible depending on student interests and talents. Primarily we are looking for interns who will assist staff with fundraising, social media, volunteer management, office management, and horse-centered programming.

Relevant coursework and skills: Open to any majors. Experience with horses is not necessary!
Orange County Department on Aging –
Assistant to the Transportation Specialist
Chapel Hill, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/21/19 – 4/29/19

Transportation needed: Car or bus

Website: orangecountync.gov/departments/aging/

Organization description: The Orange County Department on Aging (OCDOA) is a one-stop resource where older adults and caregivers can meet their social, mental, physical, financial and day-to-day practical needs. We offer integrated aging services and programs at two senior centers including, wellness and education classes, lunches, trips, volunteer opportunities and much more. The transportation specialist is responsible for building awareness of current transportation services and improving these services for the older adult population.

Responsibilities include:
- Assist with the expansion of the Volunteer Driver Program with a focus on outreach, training and administration
- Develop and co-teach classes related to transportation information and travel training
- Support the efforts of the Master Aging Plan Transportation Workgroup by researching questions and grant opportunities, providing technical support, taking and distributing minutes
- Other projects based on the Intern’s interests

It is not required, but would be helpful if the intern has access to a car for outreach projects in Orange County. The intern will meet with the transportation specialist in person at the Seymour Center, off Homestead Road in Chapel Hill, at least once a week for planning and review. For any work not completed at the office, the intern can submit short weekly reports on tasks accomplished.

Relevant coursework and skills: No required or preferred majors. The Intern should enjoy investigating, problem solving, and interacting with people.
Orange County Rape Crisis Center – Development and Administrative Intern
Chapel Hill, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/15/19 – 5/15/19

Transportation needed: Car

Website: [http://ocrcc.org/](http://ocrcc.org/)

Organization description: The Orange County Rape Crisis Center is a 501(c)3 non-profit agency. We have served the Chapel Hill, Carrboro, Hillsborough, and surrounding communities since 1974. We provide free and confidential 24-hour crisis intervention services to survivors of sexual violence. Our services include our 24-Hour Help Line, advocacy and accompaniment, support groups, workshops, therapy, and therapy referrals. Additionally, the Center offers educational programs for raising awareness about sexual violence and teaching prevention skills.

Responsibilities:

- Support management, fundraising, and community outreach. The ideal candidate is a clear communicator who is outgoing, detail-oriented, and self-directed.
- Report to the Development & Communications Director
- Provide assistance to the Executive Director including organizing materials and mailings, filing, simple office maintenance, and other tasks as needed
- Serve as liaison to campus and business partners for all fundraising and outreach events associated with Sexual Assault Awareness Month in April
- Serve as a member of the Sexual Assault Awareness Month planning committee
- Represent the Center at community events
- Help coordinate posting OCRCC fliers in businesses and public spaces in the community
- Assist with researching and identifying relevant grant opportunities to support agency functions. Maintain database of grant application deadlines and submission protocols
- Work as a team member in order to achieve the mission of the Center and accomplish other projects as determined by supervisor
- Maintain appropriate standards of confidentiality

Relevant coursework and skills: None
Orange Literacy – Outreach and Visibility Intern
Carrboro, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/15/19 – 4/30/19

Transportation needed: Bike/walk from UNC campus

Website: [http://orangeliteracy.org/](http://orangeliteracy.org/)

Organization description: The mission of Orange Literacy is to help adults reach their education, employment and life goals. We do this by providing free, flexible instruction in reading, writing and basic math, English and computer skills and GED preparation.

Internship details: The intern will work with the Executive Director and Program Team to increase the visibility of the organization and its programs through any and all means possible - social media, traditional media, "friend-making" events, 2nd Friday ArtWalk, presence at festivals and table events and Orange Literacy's Annual Writers for Readers Author & Book Event. The intern will establish and implement a social media calendar, as well as create a regular Facebook Live program. The intern will work with staff, tutors, students and Board members to develop content. Creativity is encouraged.

Relevant coursework and skills: Mass Media and Journalism, English, and Liberal Arts in general
Piedmont Wildlife Center – Education Intern
Durham, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/28/19 – 5/3/19

Transportation needed: Car

Website: piedmontwildlifecenter.org/

Organization description: The Piedmont Wildlife Center seeks to inspire people to develop a positive lifelong connection with nature and encourages active engagement in conservation. PWC offers a community oriented approach to nature education, leadership development and conservation science through children’s programs, field trips and day camps, teen backpacking trips and camps and adult education programs.

Internship details: Aide in teaching afterschool, possibly homeschool, and/or intersession day camps. Some programs are located at our site; others are at schools in Durham and Carrboro. All programs are taught outside unless in the event of inclement weather. Duties include helping lead nature based outdoor activities from naturalist to survival skills, sharing stories, and tracking students’ progress in learning skills and connecting with nature for grant reports. The candidate will attend planning meetings, create an activity that follows our teaching philosophy to share with students, leave with PWC, and be able to have in their bag of tools by the end of the internship.

Relevant coursework and skills: Environmental science education, elementary education, and/or outdoor leadership
Raleigh/Wake Partnership to End and Prevent Homelessness – Communications and Community Engagement Intern
Raleigh, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/3/19 – 5/1/19

Transportation needed: Car

Website: endhomelessnesswake.org/

Organization description: Our mission is to strategically lead and engage the community in collaborative efforts to prevent and move people out of homelessness. Our involvement is a contribution of three guiding principles: advocacy, convening and communicating.

Internship details: Implementing core components of the communications and outreach plan developed by previous APPLES interns and adding to the plan to strengthen the intern's work experience with the Partnership.

Activities might include, but are not limited to:

- Creating content for the website
- Creating text for social media post
- Maintaining social media including Twitter, Facebook and Instagram
- Think of new and better ways to engage our community to better serve our homeless population

This will not be an administrative job. There may be some events and fundraising that the intern will be invited to attend but are not a requirement of the internship.

Our offices are located in a co-working space in downtown Raleigh. Some work can be completed remotely, but some tasks would need to be completed in our office with other staff. We can discuss hours and your schedule and figure out what works for you.

Relevant coursework and skills: Nothing required, but preferred programming to include sociology, social work, psychology, communications, marketing, and/or public relations
The Life Center – Program Assistant
Durham, North Carolina

Number of intern positions: 2

Dates (to be confirmed once intern is selected): 1/7/2019 – 5/1/2019

Transportation needed: Car

Website: lifecenterdurham.org/

Organization description: The Life Center began as an outreach program of King’s Park International Church in Durham, North Carolina in 1996, as a community based summer reading program located in the Cornwallis Road public housing community. One year later, the program formed a partnership with Durham Housing Authority to develop a year round academic program. The Life Center grew in enrollment when the after-school academic & mentoring program began assisting participants to achieve academic success beyond the levels historically achieved by community residents. The daily after school program provides one-to-one oversight for reading and homework instruction. The program also provides a safe, disciplined environment in which learning can occur.

Internship details: The low-income housing community where we work houses approximately 300 children, whose life track is likely to be negatively shaped by their insecure surroundings. This regularly results in poor academic performance and adverse behaviors. APPLES interns enable our staff and volunteers to expand our scope to serve potentially twice as many children as we would otherwise be able to serve. Interns will work with Program Staff to oversee daily volunteers in afterschool programs: providing snacks, tutoring and computer enrichment activities. Each intern will serve Monday/Wednesday or Tuesday/Thursday afternoons weekly.

Relevant coursework and skills: Education, social work or related fields.
Theater Delta – Program and Marketing Assistant
Durham, North Carolina

Number of intern positions: 1

Dates (to be confirmed once intern is selected): 1/7/2019 – 5/1/2019

Transportation needed: Car

Website: theaterdelta.com

Organization description: Theater Delta uses Interactive Theater – scripted and improvisational audience participatory theater – to foster dialogue and implement solutions that result in palpable change in communities around the globe. Theater Delta operates on a pedagogy that recognizes when participants engage characters and conflict, and subsequently take part in a dialogue where they process the issues, they are more likely to change personal attitudes and behaviors.

Internship details: Theater Delta seeks an enthusiastic, goal-oriented intern to serve as a program and marketing assistant to help promote and implement Theater Delta's performances and services. This important position will create internal training and development resources while also having a measurable impact on Theater Delta's national reach.

Responsibilities include: Duties include marketing research and database creation for targeted email campaign, dissemination of public relations materials, social media campaign development and evaluation, research on social issues for script development, development of actor training materials and program, performance attendance and filming, and evaluation distribution, collection, and synthesis. Depending on the intern's skill set, additional responsibilities may include graphic design and video editing.

Relevant coursework and skills: All majors/programs welcome. Theater training not required. Interest in promoting social justice preferred. Familiarity with Google and Apple productivity platforms a plus.
Triangle Ultimate- Communications and Videographer Intern  
Raleigh, North Carolina  

Number of intern positions: 1  

Dates (to be confirmed once intern is selected): 1/21/2019-5/3/2019  

Transportation needed: Car  

Website: triangleultimate.org/  

Organization description: Triangle Ultimate's mission is to increase the quality and quantity of ultimate Frisbee programs for all ages and skill levels, with a special emphasis on youth development. By providing players, coaches, and volunteer opportunities to learn, play, and teach spirited ultimate, we aim to strengthen the ultimate community of the Triangle.  

Internship details: This position will help create visual and written content for and about Triangle Ultimate programs and activities to increase communication, awareness, and engagement for Triangle Ultimate. This creation of content would include, but not be limited do, social media, photos, video, written recaps, and participant/volunteer testimonials. A focus will be the creation of new video content, creating video testimonials, highlight reels, and short mini-documentary pieces about the Triangle Ultimate community.  

Relevant coursework and skills: Sports management, communications, sports administration, marketing and public relations, and videography