

*A Letter from the Internships Co-chairs*

Greetings,

On 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 commitment to community engagement, especially amidst this pandemic.

This packet details all of the available APPLES internship positions for Summer 2024. The organizations cover a spectrum of professional development opportunities offered to UNC-CH students, including communications, marketing, event planning, fundraising, program development and teaching. Each APPLES internship position offers students one-of-a-kind, developmental experiences in areas of education, public policy, journalism, public relations, advertising, business, psychology, clinical healthcare, and more.

All of the internship opportunities are designed for students to gain professional experience, while simultaneously continuing their education during the spring semester. APPLES interns agree to complete 320 hours of work over 8-10 weeks, receive a \$4,000 stipend, and enroll in a one-credit hour service-learning course in the Spring semester through UNC's School of Social Work that counts toward the Experiential Education (EE) general education requirement.

As former interns, we can personally attest to the power of the APPLES internship program. Through sustained partnerships, APPLES and its community organizations provide mutually beneficial relationships that enhance both student learning and community partner success. While students receive a stipend and course credit, their contributions assist with projects that uphold the mission and values of the community partners. Together, this dynamic relationship creates a unique and impactful internship experience.

We encourage you to use this packet as a resource — a survey of all of your options. Information about each internship site and the respective position description is detailed in this packet. Should you have additional questions, be sure to reference the APPLES website or contact APPLES directly.

Applications are due Wednesday, January 31, 2024.

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 and stay well.

Sincerely,

Julia Renberg '24  
Gabiella Ahn '25

<https://ccps.unc.edu/apples/service-learning-internships/>

17 internship positions will be offered in the Summer 2024 cycle of the APPLES Internship Program. The partnership sites incorporate a broad range of social justice topics including retirement communities (2), community engagement (1), marketing and communications (2), neurodiversity (2) education (3), environment and conservation (2), advocacy (2), and art (3).

Retirement communities:

1. [Carolina Meadows Retirement Community](#)
2. [Charles House Association](#)

Community Engagement:

3. [Habitat For Humanity](#)

Marketing/communications:

4. [Hope Renovations](#)
5. [Town of Chapel Hill - Communications Department](#)

Neurodiversity:

6. [TEACCH Autism Program](#)
7. [SEAWIND Farm](#)

Education:

8. [Kidzu Children's Museum](#)
9. [Montessori School of Durham](#)
10. [Piedmont Wildlife Center](#)

Environment/conservation:

11. [Durham Public Schools Hub Farm](#)
12. [North Carolina Botanical Garden](#)

Advocacy:

13. [Student Action with Farmworkers](#)
14. [New Arrivals Institute](#)

Arts:

15. [Durham Arts Council](#)
16. [Ackland Art Museum](#)
17. [Chapel Hill Community Arts & Culture](#)

# Carolina Meadows Retirement Community

Transportation: Car needed to reach Carolina Meadows campus. Only 15 minutes away from Chapel Hill campus but not off of a bus line.

Website: <https://carolinameadows.org/>

Organization description: Carolina Meadows is a continuing care retirement community. The residents are older adults with varying degrees of memory loss, verbal communication, and mobility.

Internship details: The intern will grow and support the Music and Memory program at Carolina Meadows. Program participants are predominantly in a skilled nursing facility or in assisted living memory care. The intern will interview residents and their families to learn about residents' music preferences, develop an individualized playlist for residents, save residents' personalized playlists to music devices (headsets or Bluetooth speakers), check equipment/chargers stored in residents' rooms, visit with each resident regularly and actively support residents in listening to the music on their devices. Based on the intern's interests and skills, the intern may also plan and deliver a music lesson or performance. Applicants must be comfortable being exposed to, learning about, and connecting with a broad range of residents and initiating conversation and visits with residents because the residents are older adults with varying degrees of cognitive and mobile degeneration. The intern will be trained in communication with individuals with dementia. The Music & Memory program is primarily run by the dedicated position of the intern. The intern increases the number of residents who can be served by the program at different levels of care within Carolina Meadows. By developing personal relationships, the intern improves the quality of life of the residents who participate in the program and sustains the day-to-day aspects of the program that in the intern's absence cannot be tended to as regularly.

Supervisor: Eileen Ferrell, MSW, Volunteer Manager will be the administrative contact between UNC and Carolina Meadows and the intern's on-site supervisor. The intern shares an office with Eileen so daily to weekly check-ins are the norm. Amy Gorely, Director of Community Relations may also support the intern's activities. The intern will convene and facilitate monthly meetings with the interdepartmental Music and Memory committee to discuss resident referrals, internship progress and other needs/activities related to the Music and Memory program.

# Charles House Association

Transportation: Student needs to be able to get to and from Charles House which is located only a few miles north of campus and a short walk from a bus stop.

Website: <https://www.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 be learning and working in both the adult day center (serving up to 40 people daily) and the eldercare home (with six residents), but with primary focus in the day center, unless there is a specific interest to do otherwise. Responsibilities in that context will be related to training and functioning as a Charles House program team member, learning how to effectively contribute to the implementation of a stimulating social group program for older adults. We will also do site visits in the community at sites of the intern's choosing as well as three separate projects: 1. Life Stories 2. Participant or Resident Assessment 3. Directing a topical program. These can be tailored to the intern's goals and interests. Students are an important part of the day-to-day functioning by supporting completion of various vital tasks while also providing meaningful, enriching engagement for residents; interns who are interested in pursuing a pre-health career will find the process enriching for themselves simultaneously.

Supervisor: Dean Fox will be the point of contact/supervisor, and will have regular check-in with the intern. Day-to-day, the intern will spend most time with the day program team, with several program directors serving as on-the-job trainers and providing day-to-day supervision.

# Habitat For Humanity

Transportation: Car needed

Website: <https://www.orangehabitat.org/>

Organization details: Habitat for Humanity partners with families to create better, healthier, more financially stable lives. Through the use of volunteer labor and donations of money and materials, Habitat builds homes for families in need. The organization is currently growing from selling 12 - 16 homes a year to the goal of selling at least 35 homes each year. The support of APPLES interns is incredibly helpful to the necessary growth plan for more staffing to prepare families for homeownership.

Internship details: The APPLES Intern will support our Program Coordinators in designing and implementing community engagement activities through out our new developments. Currently we are working with the Fairview Community in Hillsborough and with the residents in Chapel Hill for our newest development, Weavers Grove. Weavers Grove is a mixed-income community offering affordable homeownership to Habitat families and to market-rate homebuyers. Buying a home at the lower end of the market is difficult in Chapel Hill. Of the 238 single family homes, townhomes, duplexes, and condominiums, 102 will be Habitat homes owned by people who live or work in Orange County. The remaining market-rate homes will offer new opportunities for Chapel Hill homebuyers, at price ranges lower than today's median home price. Local community members we depend on every day – people like daycare teachers, social workers, and hospital employees – will have a safe home in Weavers Grove.

Supervisor: Logan McVey will be the internship supervisor. As the Program Manager, she will be coaching the Program Coordinators (PC) who primarily focus on coaching the individuals who are preparing to purchase a Habitat home. The APPLES intern will work with the PCs to design events that will build community amongst our homebuyers.

# Hope Renovations

Transportation: Car not necessary; the office is very close to UNC (on MLK Jr Boulevard and Bolin Heights) so the bus system could be enough.

Website: <https://www.hoperenovations.org/>

Organization details: Hope Renovations aspires towards a world where all women can support their families, and seniors can stay in their homes their whole lives. Hope Renovations offers a pre-apprenticeship training program for underemployed women designed to give them the skills to confidently enter the trades or enroll in apprenticeships and continuing education. We also complete home repairs, modifications and renovations for older adults, so they can stay safely and comfortably in their homes as they age. These jobs provide our trainees the opportunity to apply and practice their skills in a real world setting. **At Hope Renovations, we inspire hope in women and older adults for a joyful and fulfilling future** by empowering women to pursue living-wage jobs in the construction trades via our hands-on training program, while our construction program provides repairs and renovations that enable older adults to stay in homes with proper maintenance as they age.

Internship details: The marketing intern will help with social media (Facebook, Instagram, LinkedIn, Tiktok), basic design work (Canva), website updates (Wix), and planning/executing marketing initiatives and event promotion.

Supervisor: Morgan Welch - Development & Communications Specialist. Morgan reports to Janel and would assign daily tasks and provide in-person and virtual supervision.

# Town of Chapel Hill - Communications Department

Transportation: Car not necessary for job; but the intern will need to commute to the Communication office at Town Hall where they will spend most of the time

Website: <https://www.townofchapelhill.org/>

Organization description: The Communications Department is a new arrangement of Town functions, which includes internal and external communication, marketing, Council communications, and community relations and engagement. The Communications Department increases understanding, access and trust in Town services and government through communications and governance support by informing about services, encouraging participation, improving trust in government, managing branding, and enhancing the Chapel Hill brand and reputation.

Internship details: A variety of duties related to marketing & communications, with a focus on content creation, including digital storytelling, social media, print publications, etc. We will be in the midst of developing a new website for the Town, so there will be opportunities to work on that as well. Ideal candidate will have excellent writing skills, as well as a solid understanding of social media and content creation. Photography, video, and graphic design skills a bonus! Most of the time will be spent at the Town Hall office and some time will be spent working remote.

Supervisor: Susan Brown and the Communication Team. The APPLES intern will report to Susan, and coordinate with others on the Communication Team for specific training, project work, and feedback.

# TEACCH Autism Program

Transportation: Car necessary- the internship will occur at the TEACCH Autism Program office at 100 Renee Lynne Court, Carrboro, NC 27510 as well as the Carolina Living and Learning Center at 325 Russet Run, Pittsboro, NC 27312.

Website: <https://teacch.com/>

Organization description: The TEACCH Autism Program is a University-based system of community regional centers that offers a set of core services along with unique demonstration programs meeting the clinical, training, and research needs of individuals with Autism Spectrum Disorder, their families, and professionals across the state of North Carolina. TEACCH Autism Program provides clinical services such as initial referral and consultation, diagnostic evaluations, family consultation sessions, parent support groups, social play and recreation groups, individual counseling for higher-functioning clients, and employment services. Research activities include psychological, educational, and biomedical studies. In addition, the TEACCH Autism Program conducts training nationally and internationally and provides consultation for teachers, residential care providers, and other professionals from a variety of disciplines.

Internship details: The internship will take place in a demonstration classroom. 24 professionals from around the world, will attend these weeklong trainings that provide a theoretical foundation as well as hands-on opportunities to assess and teach individuals on the autism spectrum, ages 6 – 20. The intern will have the opportunity to work with these autistic students of varying ages and developmental levels. The intern will support the training team making educational, leisure and communication activities for the students. They will engage the students during play and leisure. Other responsibilities include purchase supplies as necessary for the training as well as help to set up the classroom each day and clean up/organize throughout the day. The intern will also learn about programs for adults with autism spending some time at various supported employment sites in the triangle area, as well as at an integrated residential-vocational program.

Supervisor: Jenny Eigenrauch, Director of Training, will be at the training site and will supervise the APPLES intern as well as another student who will be hired to work alongside the APPLES intern.



# SEAWIND Farm

Transportation: Car necessary to commute to the farm

Website: [https://carefarmingnetwork.org/directory-member\\_farms/listing/sea-wind-farm/](https://carefarmingnetwork.org/directory-member_farms/listing/sea-wind-farm/)

Organization description: Care Farming is the therapeutic use of farming practices for marginalized or vulnerable groups of people, also known as Social Farming, and Social Care Farming. We are a social care farm in Mebane, NC. SEAWIND is an acronym for: Skills. Empowerment. Advocacy. We. Invite. NeuroDiversity. All activities are developed to provide opportunities for individuals with developmental and/or intellectual disabilities (I/DD) to find meaningful engagement. We have a diverse range of crops and projects on the farm which we offer to participants based on their interests and abilities. We seek to provide an alternative to typical day programs and sheltered workshops which isolate participants from the community. We work alongside participants and employ social care farmers (such as the APPLES intern) who lead and support these activities and help participants meet their personal goals. Whether these goals are to improve social relationships or work skills, or increase confidence and self-advocacy, there is something for almost anyone to do on a farm and feel needed and valued. Near-peers, such as college-age interns, are ideal for modeling appropriate social communication and engaging the participants.

Internship details: Work with Farm Manager to create activities for participants with intellectual/developmental disabilities on the farm. These might include planting, watering, weeding, harvesting of fruits, vegetables, herbs or flowers; caring for horse and poultry; landscaping/maintenance tasks around the farm; making crafts from items grown on the farm—these are examples of tasks participants may choose. The intern would get to know the interests and abilities/dislikes and challenges of each participant in order to help tailor the task/activity for that person. The intern would work alongside the participants to model the task and encourage them. The intern would assist in documenting each participant's activities and evaluating each session to improve the experience/effectiveness, etc. Documentation tasks could also include obtaining photo/video releases from participants or their guardian and using images to create social media content with the goal of increasing awareness of SEAWIND's mission and awareness of Social Care Farming more generally.

Supervisor: Tamara Watson. Once the intern is oriented to the tasks and locations of all materials/tools on the farm are understood, the supervisor may occasionally lead the intern in some tasks and interactions with our students/participants.

# Kidzu Children's Museum

Transportation: Must reliably be able to get to Kidzu Children's Museum.

Website: <https://www.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 children and their families, teachers and caregivers with 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 adults in their lives to learn through purposeful play.

Internship details: Kidzu seeks an intern to be a part of team planning, developing, and facilitating museum programs and operations. This internship includes hands-on, professional experience both behind the scenes and on the front-line working with both 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 within the fabric of a long-term strategic plan. The intern will primarily work within one area of the museum. Possibilities include operations, development, programs, and exhibits, but the intern will gain exposure in all areas. 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, in nonprofit management, or in education administration.

Supervisor: The APPLS intern will collaborate with all team members and be directly supervised by the Program Coordinator and Education Manager, with additional guidance from the leadership team.

# Montessori School of Durham

Transportation: Car necessary

Website: <https://www.msduham.org/>

Organization description: Montessori School of Durham is committed to the joy of learning and seeks to educate the “whole child,” addressing each aspect of development. Our classrooms offer a highly individualized curriculum, tailored to the unique path of each child’s development. Since 1976, we have built our community on respect and trust and have embraced diversity in all its aspects. We offer a strong foundation for the cognitive, social, and emotional development of each individual child as well as developing a strong sense of their citizenship in both the local and the global community. Cultivating respect, resilience, perseverance, and a sense of responsibility are our hallmarks.

Internship details: Assist Camp Director with all areas of administrative oversight of summer camp program. Check in and check out campers warmly and professionally, relieve camp staff for lunch breaks, step into classrooms when staff have to leave campus unexpectedly due to illness/other emergencies. Review camp rosters and other paperwork for accuracy week to week. Based on the interest of the intern, initiate and complete a project that will benefit the camp program as a whole. As a growing summer camp program, the office coordinates programs for 9 weeks each summer such that an intern is necessary to help support the staff’s administrative and classroom needs as well as provide new ideas and energy to the program.

Supervisor: Eliza Hudson, Director of Auxiliary Programs. Intern reports directly to Eliza.

# Piedmont Wildlife Center

Transportation: Car needed. After-school programs take place at different Durham/Orange schools.

Website: <https://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: The intern will assist the coordinators and staff counselors in facilitating day camp and after-school programs with themes ranging from swamp ecology to woodland games. The intern is responsible for offering more individualized support to campers by connecting with them and helping them successfully engage in our programming. Duties include helping lead nature-based activities from naturalist to survival skills, sharing stories, tracking students' progress in learning skills, and connecting with nature for grant reports. Throughout the season, the intern will also complete an independent project that is meant to deepen their knowledge in the field and add to our collection of activity resources. Whether a nature or educational enthusiast, the intern should be excited to share their passion for the outdoors with campers who are developing their own connection to nature and becoming inspired to protect the natural world. The APPLES intern should bring their unique nature experiences to our camp programming, sharing a different perspective with our campers who are developing their own meaningful nature connections. Directly relevant majors include (but are in no way limited to) Environmental Science Education, Elementary Education, and/or Outdoor Leadership.

Supervisor: Program coordinators lead brief daily check-ins with all the staff and spend time observing each group throughout the week. This allows for consistent feedback and open communication that will help our staff improve their leadership and group management skills. We will also set goals during our staff training and conduct in-depth mid-season and end-of-season staff reviews.

# Durham Public Schools Hub Farm

Transportation: Car necessary

Website: <https://www.thehubfarm.org/>

**Organization description:** The Hub Farm is a 30 acre outdoor learning center in Durham, NC featuring farm, forest, wetland and aquatic habitats. We grow vegetables, herbs, and flowers to share, tend a flock of chickens and ducks, and manage three honeybee hives. We follow sustainable practices in all that we do and strive to conserve habitat, enhance storm water filtration, and support native pollinators. **Our mission is to engage the DPS community in meaningful outdoor experiences.** We do this through environmental education, community engagement events, and capacity building for outdoor learning across DPS. The Hub Farm is a central component in a healthier school system where interdisciplinary and experiential outdoor learning supports well-being of students, staff, and the DPS community.

**Internship details:** The intern will assist staff in sustainable operation of the farm and property, including working in the garden and helping care for livestock. The intern will also assist staff and volunteers in facilitating activities for the Hub Farm Summer Camp for rising 1st through 3rd graders. The intern will have the opportunity to attend meetings with staff and participate in professional development activities. Finally, the intern will complete an independent project of their choice such as building a new physical element on the farm creating and implementing a lesson plan, or filming a video.

**Supervisor:** Geoff Seelen is the supervisor who will provide the intern with an orientation to the farm, mentorship, and weekly check-ins pertaining to regularly duties. Supervisor will assist the intern in identifying and realizing a final project resulting in the creation of a product that supports the farms organizational goals and aligns with the unique educational and career goals of the intern.

# North Carolina Botanical Garden

Transportation: Car not necessary but the intern will be responsible for their own transportation to the garden.

Website: <https://ncbg.unc.edu/>

Organization description: The North Carolina Botanical Garden is a conservation garden. Our guiding mission is to inspire understanding, appreciation, and conservation of plants and to advance a sustainable relationship between people and nature. The primary goal of this position is to support the mission of the Garden by assisting the horticulture team. A secondary but important goal is to learn about sustainable gardening methods and about the southeastern flora.

Internship details: This internship will support the Horticulture department at NCBG in numerous ways including but not restricted to garden maintenance, care of plants in a nursery setting, and plant propagation. Much of the work will be maintenance of the established plant collections which involves weeding, watering, caring for paths and other hardscape elements, and installation and establishment of new plantings. Our collections are primarily focused on the plants and plant communities of the Southeastern United States and include display gardens, habitat gardens, and carnivorous plant collections as well as spaces dedicated to the connections between people and plants. Nursery work includes propagation and care for a diversity of native plants. The intern may also participate in occasional special projects such as seed collecting, or work projects at offsite locations such as Coker Arboretum.

Supervisor: Chris Liloia will be one of a number of staff members that the intern will work with on a weekly schedule. The intern will be learning from and assisting these staff members equally but Chris will be responsible for facilitating a situation that is productive for both the student and the Garden staff. Much of the work will be done side by side with a supervising member of the horticultural staff. Once interns have developed some basic plant identification and other horticultural skills, they will be given more independence and responsibility.

# Student Action with Farmworkers

Transportation: A car is needed for most placements since they are in rural areas. Must be willing and able to drive/travel long distances to trainings and to outreach to farmworkers.

Website: <https://saf-unite.org/programs/into-the-fields-internship/>

Organization description: SAF links farmworkers to legal services, healthcare, and migrant education resources. SAF advocates for workers' rights and immigration reform through lobbying, policy work, and popular education as well as supports workers organizing through petitions, actions, and marches. SAF raises consciousness about our food system while facilitating students and farmworkers to share their stories and working toward social change. SAF students conduct outreach to workers in migrant labor camps, welcoming them to their new communities and educating them about their rights.

Internship details: Interns will be placed with partner organizations in North or South Carolina based on their skills and interests. All placements consist of at least 50% office work as well as some outreach to farmworkers, their children, or meat processing workers. Placement types include Legal Assistance, Health Agency, Migrant Education, Lobbying, Community Organizing and Union/Labor Organizing positions. Most interns will live and work in rural areas.

Intern must:

- Complete 35-40 hours of work per week at their placement organization
- Participate in the entire program from June 3 – Aug 10, including 3 overnight retreats
- Write 3 guided writings/blogs
- Complete a documentary or theater project

Supervisor: Anna Jensen will be the overall intern supervisor. SAF staff supervise overall participation in the program, however interns will have a daily on-site supervisor at the organization where they are placed, as well as an assigned SAF staff contact. SAF staff provide mentorship and monitor intern's challenges through weekly surveys, calls/texts, and site visit.

# New Arrivals Institute

Transportation: A car is needed to transport the intern to and from the NAI site unless they use the bus or a bike.

Website: <https://newarrivalsinstitute.org/>

Organization description: New Arrivals Institute is a community that welcomes refugees and immigrants and provides them with the tools to achieve their goals. NAI serves 600 adult clients a year and 100-125 per weekday. Case managers serve 60-80 of those per week including clients from other NC counties served remotely. NAI employs 4 full time case managers onsite and NAI clients are from 29 countries though mostly from Sudan and Afghanistan, and clients from other countries include the Congo, Burma, other African countries as well as some from Central and South America. Languages of clients include Arabic, Pashto, Dhari, Spanish, Swahili, French, Kinyarwanda and more.

Internship details: Case Management Intern will: 1-assist clients on a case by case basis with Food Stamps, Medicaid, Housing, utilities, and medical bills; 2-apply critical thinking skills to develop best practices; 3- create documents for case managers to use when looking for information for clients; 4-prepare and give cultural presentations to classrooms; 5- Learn how to assess needs of clients and how to make referrals when needed. Interns are provided extensive training before they begin working with clients and continue to be supported as needed. Interns work closely with 4 NAI staff case managers so they are experiencing a team that has a high degree of respect for each other and works well together. Interns also use sources provided by case management coordinator and the onsite nurse to plan and present 1-2 times per month about a health or benefit topic. Having an APPLES intern serving in the summer is essential to doing all that is needed to serve NAI's global clients in an efficient manner.

Supervisor: Sochealy Sin is the NAI Case Management Coordinator and has been supervising case management interns for 8 years. Sochealy's highest priorities in her role as coordinator are clients, interns, and the other case management staff. Cohesiveness among the NAI case management staff is very effective for clients but also pulls interns into the team productively as well; after interns get some experience helping clients, they seem to grow in confidence as they take initiative to invite clients to their desk and should be completely comfortable asking for help when they need it.



# Durham Arts Council

Transportation: Car necessary

Website: <https://durhamarts.org/>

Organization description: Durham Arts Council, Inc. is a catalyst in the cultural development of Durham – it leads, inspires, and promotes excellence in and access to the creation, experience, and active support of the arts for all the people of our community. We envision a community where creativity and the arts are highly valued, transformative forces in Durham’s cultural, educational, and economic life such that the sustainable arts and cultural sector are vital to quality of life in Durham.

Internship details: The CenterFest intern will be responsible for specific aspects of the production of CenterFest, DAC's annual street arts festival, and the largest community festival in Durham. Responsibilities include overseeing the application process for festival vendors, including 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. The intern will promote the opportunity to volunteer for the festival. Interns are expected to work independently within the DAC staff team. They are expected to communicate clearly and professionally with vendors, sponsors, the media and the general public.

Supervisor: CenterFest Intern works closely with Margaret DeMott, the Director of Artist Services and Colleen Scott, Artist Services Manager, who assign tasks, supervise work and answer questions. Office doors are generally open and questions encouraged at all times. Meetings with direct supervisors for each task are held every 2-3 weeks or as necessary. Larger production meetings for the entire festival are held every 3-4 weeks.

# Ackland Art Museum

Transportation: Car not necessary

Website: <https://ackland.org/>

Organization description: Since 1958, The Ackland Art Museum has been one of North Carolina's most important cultural resources. We serve broad local, state, and national constituencies as a unit of The University of North Carolina at Chapel Hill. The Museum's permanent collection consists of more than 20,000 works of art, featuring North Carolina's premier collections of Asian art and works of art on paper (drawings, prints, and photographs), as well as significant collections of European works, twentieth-century and contemporary art, and North Carolina pottery.

Internship details: As a team member within the Education and Interpretation Department at the Ackland Art Museum, the intern will assist the Head of Public Programs in planning and implementing public programs that engage visitors with a wide variety of ages, interests, and experiences with art. The intern will be responsible for the following:

- Plan content, prepare materials, and manage logistics for public programs including art classes, family days, performances, and more.
- Welcome and engage with public program participants.
- Participate in Education and Interpretation team meetings and relevant project meetings.

Supervisor: Allison Portnow Lathrop, Head of Public Programs. The APPLS intern will touch base weekly with Portnow Lathrop to make sure projects are on track and the schedule for that week's programming is clear. The intern will also participate in weekly 30-minute check-ins with the Education and Interpretation team and project-based meetings with other museum staff as needed.

# Chapel Hill Community Arts & Culture

Transportation: Car not necessary. The offices are located inside Chapel Hill Public Library. Free parking is available onsite at the library. There is a Chapel Hill Transit stop within walking distance to the library, near the corner of Franklin Street and Estes Drive. Our projects and events occur at locations across Chapel Hill.

Website: <https://www.chapelhillarts.org/>

Organization description: Community Arts & Culture is a Division within the Town of Chapel Hill that provides a variety of community events, public art installations, and art experiences. The Community Arts & Culture Intern will have the opportunity to experience multiple areas throughout the Division, supporting marketing, public art, and special event needs.

Internship details: The intern will create visual and written content for social media, assist with promotional and public relations efforts, and contribute to graphic design needs. Public art duties will involve documenting the Division's public art collection through photography and assisting with the development of a virtual GIS public art story map. Special event support will include attendance and assistance at the Division's summer event series, which includes its Pride Promenade, Juneteenth Celebration, and July 4th Fireworks. The intern will also assist with outreach efforts and help build the Division's list of community contacts and vendors. The APPLS intern will be instrumental in helping the Community Arts & Culture team fulfill its mission to inspire creativity and celebrate community for a better Chapel Hill. Being a college student, an APPLS intern will bring unique insight that will help the team better reach and serve the local community. Through exposure to a variety of areas within our Division, the intern will offer beneficial support to each team member's ongoing projects while also having the ability to gain professional experience in the arts and culture sector.

Supervisor: The intern's direct supervisor will be Darien Cropper, the Division's Marketing & Communications Coordinator. The intern will have weekly check-ins with Darien in addition to weekly meetings with the entire Community Arts & Culture team. Independent check-ins will offer consistent evaluation of the intern's work in addition to providing the intern with any support that they may need. A combination of independent and collaborative work will be expected.