



Asian American LEAD

Leadership, Empowerment, and Development for Youth and Families

ASIAN AMERICAN LEAD PROGRAM INTERNSHIP (Student Programs)

The AALEAD Intern will assist in implementation of AALEAD's various student programs and operations, which provides academic support and enrichment activities for low-income and at risk Asian American students. The AALEAD Intern will be assigned completing projects and programs that serve our AALEAD youth. S/he reports to the designated programs coordinator.

The AALEAD Program Intern is responsible for the following duties:

- Assist in implementation and management of after school activities, specifically workshops addressing youth issues
- Research issues that have an immediate impact on our students and create a series of workshops that address those student needs;
- Data entry; (related to grant work)
- Work with other students to create a safe environment for students to learn and be themselves;
- Assist the Site Coordinator with additional tasks as needed.
- Compile a portfolio during internship program

Qualifications:

- Direct experience working with youth
- Good oral and written communication skills
- Sensitivity to the needs of refugee and immigrant children and families
- Attentive to details and strong ability to multitask
- Ability to work Monday-Friday schedule;

- Recommended- Prior internship/job/work study experience(s) in social science, education, social work, liberal arts, or related field
- Recommended – Fluency in Vietnamese, Chinese, or Spanish

Time Commitment:

- Fall - 3 months (October to December)
- Spring -3 months (February to May)
- Summer - 7 to 8 weeks (June to August)
- 12-25 hours, Monday to Friday, including 3:15-6:00 at least 2 afternoons a week.

This is a volunteer position

Please send a resume with cover letter to either
Alexander Cena at ssp@aalead.org
Edison Park at epark@aalead.org