

College & Career Support Intern

REPORTS TO: College and Career Coordinator

WORKS WITH: Program Staff

CATEGORY: Unpaid/Internship



WHO WE ARE:

In its 31st year of service, Youth On Their Own (YOTO)'s mission is focused: to support the high school graduation and continued success of homeless youth by providing financial assistance, basic human needs, and guidance. Since 1986, over 16,000 homeless youth throughout Pima County have been served.

SCOPE OF WORK:

The College and Career Support Intern will work with staff to support students in planning and establishing goals for post- high school graduation. Interns will assist in collecting, entering, and tracking senior progress and graduation rates, while providing students with opportunities and options for life after high school. Interns will learn to collaborate with community resources and offer guidance to homeless teens to help them feel successful and confident in their future plans.

WHAT'S IN IT FOR YOU:

- An opportunity to support disadvantaged youth in our Tucson community
- A fun and creative work environment that is flexible around your work and school schedule
- Support in applying your focus of study or special project
- A team that's hardworking and passionate about the work we do
- Endless coffee

WHAT WE HOPE YOU BRING:

- Positive attitude and ability to make people smile
- Comfort in seeking and obtaining supervisory feedback
- Acceptance of cultural differences and diversity
- Strong attention to detail
- Some experience with Excel or other data management software

OTHER POSITION DETAILS:

- Fall (August-December) and Spring (January-May) internships are available
- 8-20 flexible hours per week
- This is an unpaid internship
- College students are encouraged to apply
- Applicants should reside in the Tucson area and have reliable transportation

HOW TO APPLY:

If you are enthusiastic about YOTO's mission and interested in this rewarding experience, please send your resume/CV to Matt Schmidgall (Program Manager) at mschmidgall@yoto.org . Position open until filled.