



refugee development center

Refugee Development Center Fall Youth Programs Internship

Duration: August 28th - December 21st

Term: 18 weeks

Hours: 8-12 hours/week

Description: The mission of the Refugee Development Center is to cultivate a welcoming, thriving community that collaborates with refugees and newcomers through education, engagement, and support.

www.refugeedevelopmentcenter.org.

This internship will offer a comprehensive experience in programming at the Refugee Development Center. Interns will be involved in indirect and direct service responsibilities for our Elementary and Youth Mentoring Programs. These Programs help newly arrived refugee families through targeted activities and lessons for all age groups: Elementary, middle school and high school enrichment programming, supporting language acquisition and cultural immersion. This program takes place at a partner location in Lansing and features classroom based lessons in partnership with other organizations and groups that provide arts, music and sports.

Duties and time requirements will vary based upon program needs and are outlined in the table below.

Internship Schedule			Weekly Hrs.
Aug 28 - Sep 1 (1 week)	Training and Curriculum Preparation	Mon/Tue/Wed/Thu/Fri 9:30am-12:30pm	12
Sep 5 - Dec 14 (16 weeks)	Fall Semester Sessions	Mon/Wed or Th/Thu 5:00pm-7:30pm Fridays 3 office hours	8
Dec 18 - Dec 21 (1 week)	Data Reporting, Review and Reflection	T/Th 9:30am-12:30pm	6

This is an unpaid internship. We are able to partner with academic institutions offering credit for internships. If applicable, please include any academic requirements in your application. A cover letter is required for consideration. Incomplete applications will not be accepted.

Responsibilities:

- Assist teachers of English language learning students during lessons
- Lead small groups of students in activities
- Assist in preparing curriculum and materials for classroom activities
- Assist in program management administrative duties, including recording and analyzing class data

Qualifications:

- English language fluency
- Ability to work with children ages 11 to 18 from a diverse background
- Speakers of Arabic, Dari, Farsi, French, Kinyarwanda, Pashto, and Swahili are encouraged to apply

To apply:

Email resume and cover letter to Dayfran Camacho at info@rdclansing.org before August 18th, 2023.