



refugee development center

Youth Development Spring 2024 Internship

Duration: January 8 – April 19 (option to extend to May 17)

Hours: 8-12 hours/week

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

Learn more at www.refugeedevelopmentcenter.org.

Position Description: This internship will offer a comprehensive experience in refugee post-resettlement programming at the RDC. Interns will be involved in indirect and direct service responsibilities for K-12 afterschool and mentoring programs. These services help newly arrived refugee students through activities and lessons including English, homework support, cultural immersion, sports and arts. This program takes place at a partner location in Lansing..

Schedule Options	Weekly Hrs.
Monday/Wednesday/Friday Participate in direct service Monday and Wednesday afternoons and/or evenings. Provide planning and administrative support Fridays.	8 - 13
Tuesday/Thursday/Friday Participate in direct service Tuesday and Thursday afternoons and/or evenings. Provide planning and administrative support Fridays.	8 - 13

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.

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
- Recording and analyzing class data and attendance

Qualifications:

- English language fluency
- Access to a personal vehicle or reliable transportation 3 times per week
- Ability to work with children ages 6 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 Savanna Hamed at volunteer@rdclansing.org. We will begin reviewing applications December 1st on a first come first serve basis. Final decisions will be made by December 8th.