



## **Recruiting Social Work Interns for the 2017-18 Academic Year**

Since 1877, The Fresh Air Fund has unlocked the limitless potential of 1.8 million New York City children from low-income communities. Each year, nearly 7,000 children enjoy outdoor summer adventures through visits with volunteer host families along the East Coast and in Southern Canada, and at The Fund's five overnight camps in Fishkill, NY. Fresh Air children also participate in year-round leadership and educational programs.

**The Fresh Air Fund is recruiting part-time Social Work Interns to work in our Community Outreach, Partnerships and Support Services Department for the 2017-2018 academic year. This internship starts at a maximum of 20 hours per week, and may include evenings and weekends. Interns must be able to start on or about December 1, 2017 with a possibility of working through August 2018.**

Social Work Interns will work directly with the Director of Support Services.

### **RESPONSIBILITIES**

- Review applications for children who may have special needs or special circumstances
  - Communicate with parent/guardian and outreach partners regarding the application process
  - Assist parents to complete applications by contacting teachers or service providers
  - Interview prospective children for the programs
  - Work collaboratively with the Community Outreach Department on a variety of tasks
  - Other duties as assigned
- Research and develop relationships with NYC foster care agencies and homeless shelters
- Train agency partners on child application review process
- Conduct presentations regarding summer programs

### **QUALIFICATIONS**

- Strong organizational skills and detail oriented
- Outstanding interpersonal and communication skills
- Comfort speaking with families and professionals alike
- Patient and friendly with a high degree of professionalism
- Pursuing a degree in Social Work (BSW) or related fields (i.e. Psychology)
- Strong computer skills a must (Microsoft Office)
- Bilingual and fluency in languages other than English strongly preferred

This internship can be taken for school credit. Interested candidates **please email resumes and cover letters to [apply@freshair.org](mailto:apply@freshair.org) with Social Work Internship in subject line**. Incomplete submissions will not be considered. No phone calls please.

*The Fresh Air Fund is an equal opportunity employer, all qualified applicants will receive consideration for employment without regard to race, color, age, religion, sex, sexual orientation, marital status, national origin, or disability.*