

Break Away Programs Intern Position Description

May - August 2018

Break Away is the national nonprofit that serves to train and support students and staff leaders in developing and running high-quality alternative break programs. Our vision is a society of active citizens and we believe alternative breaks act as a catalyst experience in creating such. We work with over 230 colleges and universities and more than 650 community organizations.

Break Away's Programs Intern position is an unpaid, full-time summer internship that provides significant educational and professional development for current students and recent graduates. This is an immersive hands-on learning opportunity during which interns will develop and execute components of Break Away's four national conferences, the Alternative Break Citizenship schools (ABCs). Interns will learn about, and contribute to, the preparation and successful facilitation of service-learning conferences; and have ownership of a specialized project tailored to their skills, college course of study, and professional development goals.

Break Away Programs Interns (up to two) will work as part of a small team for an intensive, alternative break-like summer. Interns must provide a letter from a faculty or staff member that confirms a connection to their course of study and/or on-campus leadership roles.

Primary Responsibilities:

Facilitation & Training

- Support the Break Away staff in development of the ABCs social issue framework
- Co-facilitate small group workshops at the ABCs
 - Use experience as a student leader on a campus to infuse workshop curriculum with new life, as well as recent and specific real world examples
 - Assist in curriculum development for small group workshops
 - Participate in facilitation evaluation with Break Away staff following all workshops; co-develop plan for improving facilitation skills over the course of the summer
- Serve in an advisory role as a staff partner to Site Leaders at the ABCs

Conference Preparation

- Work with Break Away staff to create materials for the ABCs including, but not limited to: participant binders, schedules, documents, name tags, graduation certificates, etc.
- Compile and summarize participant evaluation forms from each ABCs
- Support the development of pre-conference materials (pre-packet) for the ABCs
- Create and maintain Facebook groups and listservs for each of the ABCs
- Take and store photos at each ABCs

Required Qualifications:

- Current student (graduating Spring 2018 or later)
- Alternative break experience
- Facilitation experience with both small and large groups
- Letter of support from their alternative break program office ensuring that this will be both a professionally and academically enriching experience

- A positive and flexible attitude
- A strong sense of self-awareness
- Willingness to ask for help
- Passion for relationship-building
- A deep commitment to working toward Break Away's vision of a society of active citizens

Preferred Qualifications:

- Prior attendance at one or more of the Alternative Break Citizenship schools
- Experience in community organizing and/or working in the nonprofit sector
- Coursework (or relevant experience) in sociology, social justice studies, social work, anthropology, etc.

Benefits:

- Enhanced leadership skills in facilitation, peer advising, operations, etc.
- Specialized professional development
- Deepened knowledge and education on four social issues
- Although this is an unpaid internship, Break Away will provide:
 - Travel compensation at the start/end of the internship
 - Food, transportation, and accommodations during the ABCs
 - Travel to/from each ABCs site
 - Shared housing in Atlanta
 - Modest living stipend

Programs Interns will commit to a 40 hours/week schedule, Monday-Friday, when in the Atlanta office. When on site at the ABCs, internship hours will vary and reflect full-day programming.