



## Break Away Programs Intern Position Description

May - August 2020

Break Away is the national nonprofit that serves to train and support student 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 220 colleges and universities and more than 650 community organizations.

Break Away's Programs Intern position is a 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 construct 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 community based-learning conferences; and have ownership of projects tailored to their skills, college course of study, and professional development goals.

Break Away Programs Interns (up to four) will work as part of a small team for an intensive, alternative break-like summer. After hire, 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*

- Co-facilitate small group workshops at the ABCs
  - Use experience as a student leader 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 evaluative processes with Break Away staff following workshops; co-develop plan for improving facilitation skills over the course of the summer
- Support the Break Away staff in the creation of the ABCs social issue framework
- Serve in an advisory role as a staff partner to Site Leaders at the ABCs

#### *Conference Preparation*

- Work with Break Away staff to generate materials for the ABCs including, but not limited to: participant binders, schedules, documents, name tags, etc.
- Provide logistical support for the execution of the ABCs
- Take part in the development of pre-conference materials (pre-packet) for the ABCs
- Create and maintain Facebook groups and listservs for each of the ABCs
- Compile and summarize participant evaluations from each ABCs
- Take and store photos at each ABCs
- Logistics - lots of 'em for lots of things

### Required Qualifications:

- Current (undergrad or grad) student or recent graduate
- Alternative break experience
- Facilitation experience with both small and large groups
- Letter of support ensuring this will be an enriching experience - professionally and academically
- 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, education, 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 be responsible for covering their own food, transportation, and entertainment expenses in Atlanta for the few weeks that they will not be involved with one of the ABCs. If this is prohibitive for applicants, please let us know. We are open to discussing options for individuals interested in applying.

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.

#### Full Engagement Statement:

Keeping in line with our belief that we are able to show up as our best selves when are fully engaged, Programs Interns must commit to tenets of full engagement for the entirety of the summer. This means, we ask Programs Interns to abstain from drugs and alcohol for the duration of their internship.

#### Inclusion Statement:

At Break Away, we're deeply committed to creating an organization that values and centers equity and justice. We want an organization that is diverse in race, ethnicity, sexual orientation, gender identity, physical and mental ability, + perspective - and an organization where everyone has an equally powerful voice. Applicants from minoritized groups (People of Color, queer and trans folks, folks with disabilities, etc.) are encouraged to apply.