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Asian Counseling and Referral Service

ADDRESS: 3639 Martin Luther King Jr. Way South, Seattle WA 98144

MISSION: Asian Counseling and Referral Service (ACRS) is a nationally recognized nonprofit organization offering a broad array of human services and behavioral health programs to Asian American Pacific Islanders (AAPIs) of all ages in King County. ACRS is the largest multiservice organization serving the different AAPI communities in the Pacific Northwest. ACRS’ mission is to promote social justice and the well-being and empowerment of Asian Americans and Pacific Islanders and other underserved communities - including immigrants, refugees, and American-born - by developing, providing and advocating for innovative, effective and efficient community-based multilingual and multicultural services.

Through its 41 years of service to the AAPI community, ACRS has built a comprehensive array of mission-driven services delivered through 5 core program departments – Aging and Adult Services, Behavioral Health, Children, Youth, and Families, Employment and Citizenship, and Recovery Services. Together, the departments provide person-centered services to community members in the areas of: Connecting People to Basic Needs; Promoting Behavioral Health and Wellness; Achieving Successful and Sustainable Recovery; Helping Older Adults and People with Disabilities; Citizenship and Immigration Assistance; Career Help for Job Seekers; Partnering with Employers; Developing Youth Leaders; Consultation and Education; Civic Engagement; and a Legal Clinic.

COMMUNITY IDENTIFIED NEED: Nationally and locally the Asian American and Pacific Islander (AAPI) community is disproportionately under-represented in politics. Despite being the fastest growing community-- from 2000-2013 the Asian population increased by 54% and the Pacific Islander/Native Hawaiian population increased by 32%-- less than half of the API community is registered to vote. This is the lowest voter registration rate of any other community of color in Washington State. In terms of voting rates AAPIs are also under-represented in voting power. AAPIs make up over 10% of our state population (with 50% of our community living in King County) and make up 7% of the electoral vote. However, less than 40% of AAPIs voted in Washington State during the 2014 Election—this means that over 90,000 who were register to vote, did not turn in a ballot during this election. There is an extreme need for our community to increase its political representation. When Asian and Pacific Islanders are not registered to vote and in general are not voting, there is a huge lack of political representation of our community voice in policies that impact our daily lives.

As an organization we are constantly engaged in local and state policies that will impact AAPIs, including but not limited to; state food assistance, Medicare, Medicaid, primary care services, etc. At ACRS we know that our community wants to be educated and engaged in civic engagement but there are significant barriers to political participation. One example is that voting materials are only available in English, Chinese and Vietnamese—however our community collectively speaks over 40 different languages. If folks weren’t able to understanding voting materials, how would they be able to vote? Another barrier is the lack of trusted messengers to deliver educational materials or presentations about voting. In Washington State only 6 legislators identify as Asian or Pacific Islander, out of 147 total legislators—this means that only 4% of the legislature represents the needs of over
10% of the state. Without trusted messengers in our community, we know that APIs do not feel important in politics (over 50% do not feel that their vote or voice matters in U.S. politics) and in general are never talked to about politics (over 50% of APIs report no contact about politics during election seasons).

The UCBI intern will help the Civic Engagement Program Manager to address the many barriers to the voting process and help empower the community to have a strong political voice. In partnership with the Program Manager, the intern will; aid trainings and workshops to train ACRS staff on voter registration, voter education, and the act of voting, help develop leadership skills for our clients and community members, distribute materials and tools, and assist in data entry to help track community engagement.

DESCRIPTION OF INTERNSHIP: Each of the aforementioned guiding principles has been integrated into the work that ACRS engages in on a daily basis since the organization’s founding. Being a community-centered organization serving clients from various backgrounds and speaking over 40 languages and dialects, approaching the organization’s work with a sense of humility and responsibility is essential in building trust with our clients and identifying needs and disparities. ACRS is keen to the experiences of marginalization that the AAPI community faces and is committed to addressing barriers to services and resources through advocacy, the development of programs that are culturally and linguistically appropriate, and leadership building within the AAPI community. ACRS provides its services with the intention of acknowledging the histories of its clients—their culture, language, immigration story, and values—and building upon the clients’ strengths to facilitate self-sufficient, self-determined living.

NEEDED SKILL SETS: The most essential qualities that a UCBI intern should have are; strong communications skills (both written and verbal), a sense of social justice principles, previous experience with organizing, and a base knowledge of the Asian and Pacific Islander community. Although not essential to the position, ACRS always encourages bi-lingual skills in any Asian or Pacific Islander language.
Asian Pacific Islander Americans for Civic Empowerment Votes (APACEvotes)

ADDRESS: 409B Maynard Ave S, Seattle, WA 98104

MISSION: APACEvotes works to lift the voices of those most marginalized in the AAPI community to amplify our collective political voice. We do community outreach to immigrant and refugee communities, limited English speaking individuals, our elders, and AAPI youth.

During elections, we plan voter registration drives, ballot parties, phone banking, canvassing, mailers, robo calls, voter education workshops, and candidate forums. Our diversity in programs reflects our desire to effectively reach community members who have been disenfranchised by the political process.

During off-election seasons, we work on voting justice policy, lobbying, and civic education. We meet with community members about their concerns and relay those messages to local and state legislators. We also make every effort to set up meetings between community members and legislators - a direct and meaningful connection.

COMMUNITY IDENTIFIED NEED: The AAPI community is diverse and encompasses many different ethnic groups. Historically, APACEvotes has focused its outreach on Chinese, Vietnamese, and Korean communities due to their large number and proximity to Chinatown/International District. However, we have less experience reaching out to Southeast Asian, South Asian, and Pacific Islander communities. Our work focuses on language access, addressing barriers to voter education, and accessible voting. These programs would be widely applicable to any limited English speaking or immigrant and refugee communities. We are hoping to partner with the UW UCBI intern to expand our outreach to communities who aren't widely considered in traditional outreach tactics.

In particular, we are focusing on voter education workshops for the City of Seattle's upcoming democracy voucher program. Under this program, each Seattle resident will receive four $25 vouchers to donate to political campaigns of their choice (two city council races for the 2017 pilot program). Given that the AAPI community comprises around 12% of the electorate in Seattle, this translates to quite a bit of purchasing power and empowerment. The UCBI intern would be responsible for outreaching to Southeast Asian, South Asian, and Pacific Islander groups to conduct democracy voucher education workshops and to let them know about this opportunity to make AAPI issues known to political candidates. Because these are such large communities, the UCBI intern would be working in tandem with our Program Manager to collaborate on messaging and on delivering workshops.

DESCRIPTION OF INTERNSHIP: Humility: Our community organization was founded by community members. However, we would be remiss if we did not address the fact that many of our community members come from more privileged backgrounds. Our organization is always challenging ourselves on whether or not we are truly serving members of our community. We evaluate our programs from
an equity-based lens. If our initiatives are benefitting people who already have access to voting, then we re-evaluate and dedicate our resources to a more worthwhile cause.

Equity: The UCBI intern will work closely with those most marginalized by voting barriers in the Seattle AAPI community. They will work on voter education access and dispel myths around the political process. We hope that by unpacking the political system in Seattle and Washington, individuals will feel more empowered to get involved and become leaders in their own communities. After all of our workshops, we take feedback from attendees to see what we can improve upon. We also strive to maintain relationships and keep in constant communication with those we have partnered with.

Responsibility: Our organization is run by AAPI community members who serve the community at-large. However, we understand that our community has diverse experiences. Therefore, we spend as much time as we can at community events. Our personal lives intersect with our professional lives, which can make it easier to understand community concerns. During critical times and with important measures, we host community conversations about what our peers would like to see. We also have routine conversations about how our organization is replicating systems of oppression - whether it’s silencing younger folks, evaluating our programs’ impact on the most marginalized in our communities, or addressing sexism in our board.

Introspection & Purpose: A huge part of community work and social justice organizing is identity-based work. We find that most of our board members, staff, and interns use their own experiences as a focal point for their social justice. We think that it is critically important for the UCBI intern to do the same. During our supervision meetings, we will talk about personal development and how their experiences might be tied to institutions of oppression or privileges. All of our meetings and evaluations will focus on personal growth - rather than how the intern can contribute to the organization.

**NEEDED SKILL SETS:**
- Fluency in another language
- Experience with public speaking
- Communications experience
- Desire to learn
Casa Latina

ADDRESS: 317 17th Ave. S. Seattle, WA 98144

MISSION: Casa Latina’s mission is to empower Latino immigrants through educational and economic opportunities. Our vision is that the Latino community participates fully in the economy and democracy of this country. In order to realize this vision, our general purpose is to help Latino immigrants empower themselves with education, employment, and leadership opportunities. By providing employment opportunities and community support to Latino immigrants we increase their financial stability and social ties so that they can pursue education and leadership opportunities that help them become fully participating members of our communities.

COMMUNITY IDENTIFIED NEED: Casa Latina is one of the oldest worker centers in the country, and we are unique in Seattle because we focus specifically on day labor and domestic work (the jobs Latino immigrants are most likely to fill when they arrive). Additionally, we are one of very few organizations that combine direct services (employment and education) and community organizing. We play a unique role in Seattle because we both meet our participants’ immediate need for employment AND we assist them in creating long-term solutions to systemic problems that affect immigrant families.

a. Because UCBI program values align so well with those of Casa Latina, we believe a UCBI intern would be uniquely qualified and motivated to contribute to our mission. The UCBI model means that an intern will have an extended period of time in which to become familiar with and meaningfully involved in our work and programs. This deeper institutional knowledge means that a UCBI intern will be situated to make significant contributions to our employment, education, and organizing work. Furthermore, while unpaid interns have made countless invaluable contributions to Casa Latina over the years, we recognize that such opportunities are inaccessible to many highly qualified students who cannot afford to take on unpaid work. Casa Latina’s mission would benefit from the enthusiasm, and unique personal and professional experiences of a UCBI intern. We encourage women, people of color, and students from other underrepresented groups to apply should we be selected to participate as a host organization.

b. What are some potential responsibilities for the intern that would engage them in this particular issue?
The intern’s final position description and responsibilities will be determined collaboratively by Casa Latina program staff, the intern supervisor, and the student. However, key duties will include some combination of the following:
- Learn about how “popular education” is used in Casa Latina’s various program areas and then apply this model to assist in teaching ESL classes to newly arrived Latino immigrants.
- Assist with day to day tasks in support of the education program, e.g. materials prep and curriculum updates for ESL classes, laptop/tablet upkeep for computer classes, promotion of education programs among Casa Latina members.
• Support Day Worker Center Coordinators through intake and dispatch of work opportunities for Latino immigrant day laborers.
• Assist in the development and updating of cultural competency training materials for Casa Latina’s volunteer program
• Assist in the development of a volunteer “Assistant Volunteer Coordinator” position (identify key gaps in volunteer engagement, research volunteer needs and interests, develop list of potential volunteer enrichment activities, etc.)
• Develop a “Race, Power, and Privilege” training for our community allies and for our annual volunteer retreat
• Assist in data collection and data entry for various Casa Latina programs, e.g. Wage Theft investigations, homelessness assessments, employer satisfaction surveys, ESL participation tracking, etc.
• Help build community at Casa Latina through various formal and informal activities in solidarity with our worker members. For example, help plan and promote direct actions in support of our wage theft program; spend time getting to know Casa Latina workers during morning coffee in the Day Labor Center; attend or help staff special events, retreats, celebrations, and actions with other staff and workers

DESCRIPTION OF INTERNSHIP: Humility: Casa Latina uses democratic internal structures and the popular education model both in our programming, but also in our staff meetings, discussions, and in many decision making processes. These integral aspects of our organizational culture encourage respectful listening and consideration of diverse perspectives, experiences, and opinions, but also facilitate an open and respectful critique of issues, ideas, or actions when these reflect implicit biases.

Equity: Our volunteer handbook begins with this quote by Eduardo Galeano, “I don’t believe in charity. I believe in solidarity. Charity is vertical, so it is humiliating. It goes from the top to the bottom. Solidarity is horizontal. It respects the other and learns from the other. I have a lot to learn from other people.” This is the philosophy embodied by our programs and which we ask all volunteers to consider as they commit to service with Casa Latina.

Responsibility: Casa Latina’s official organization values are: social justice, community, respect, democracy, integrity, and learning. Implicit in these is a sense of responsibility and commitment to our community, to empowering our community, and to being a force for change as benefits our community. As a professional, community-based organization we could not achieve all that we do without this deep commitment and sense of responsibility on the part of our staff for our work, for each other, and for the members we have the honor of working with and learning from.

Introspection & Purpose: We hold weekly staff meetings and one meeting each month is specifically designated as a “reflection” meeting. During this meeting staff members or guest facilitators lead reflection activities, workshops, or trainings. Recently Casa Latina was chosen to participate in a mindfulness pilot program through the University of Washington ALMA program. Between now and March, 2017 our monthly reflection meetings will be facilitated by ALMA representing a unique and enriching reflection opportunity for a UCBI intern.

NEEDED SKILL SETS: • Intermediate to advanced Spanish language ability (required)
• Demonstrates cultural competence and a commitment to inclusivity
• Demonstrates flexibility and ability to problem solve in a dynamic work environment
• Able to meet deadlines and project goals, while working independently
• Strong communication skills
• Willingness to adhere to volunteer and workplace policies
• Strong interest in social justice and anti-racism work in solidarity with marginalized communities
Chinese Information and Service Center

**ADDRESS:** 611 South Lane St., Seattle, WA 98104

**MISSION:** Chinese Information and Service Center (CISC) is a family centered social service agency rooted in community in providing direct and referral services to immigrants with limited income and limited English proficiency. Its missions are to bridge cultures, communities and generations and create opportunities for Asian and other immigrants and their families to succeed.

CISC provides immigrant transition programs for helping non-English speakers understand and navigate American culture and systems. CISC also provides family programs with multigenerational impact and technology programs for preparing adults and youth for success. Additionally, CISC provides senior programs for promoting health, independence, fellowship, and lifelong learning in addition to cultural programs for strengthening the bonds of family and community.

**COMMUNITY IDENTIFIED NEED:** CISC has been advocating non-English speaking Asians and other immigrant communities to have equitable access to resources and culturally relevant delivery to meet their needs.

UW intern could engage in cultures of Asian immigrants through working with them, help exploring implicit bias, distorted understanding, institutional and structural racism which inhibit them from getting resources they need.

Interns could use data and information to be messengers to introduce that information to their universities and those people around them to advocate for Asian Immigrants’ needs through various engagements in individual, interpersonal, community, school and state level participation.

Interns could help raise awareness of CISC’s roles and expand existing resources as well as advocate for new services

**DESCRIPTION OF INTERNSHIP:** During supervision meetings, supervisor and intern have to build in those topics in agendas for discussions and evaluations.

On one hand, Supervisor would make observations on intern's interactions with supervisor, students, volunteers and other program specialists.

Besides, supervisor would listen to feedback of other program specialists, volunteers and students.

On the other hand, supervisor would also ask for intern's feedback in this areas too.
Mutual understanding and open communication between supervisor and intern are very important for improving learning environments for intern and supervisor’s agency to examine their practice in these areas.

**NEEDED SKILL SETS:** Skills and Capacities:
- Proficiency in English and Chinese (Mandarin)
- Computer
- Communication Knowledge and Skills
- Understanding of developmental characteristics of children (elementary)

Attributes:
- Hard working
- Observant
- Independent
- Creative
- Flexible
- Highly Adaptable
- Learning Heart
- Teamwork Spirit
- Interest in working with Children
- Resilient
Department of Neighborhoods - City of Seattle

ADDRESS: 600 4th Ave Seattle, WA 98104 & UW Campus

MISSION: Seattle Department of Neighborhoods works to bring government closer to the residents of Seattle by engaging them in civic participation; helping them become empowered to make positive contributions to their communities; and by involving more of Seattle's underrepresented residents, including communities of color and immigrants, in civic discourse and opportunities.

We are approaching the second year of Participatory Budgeting (PB) in Seattle, a national budgeting model that promotes direct democracy by allowing a portion of a public budget to be decided by community members. This innovative approach of community-directed public funding is a program run by the Department of Neighborhoods.

COMMUNITY IDENTIFIED NEED: In this past year PB, dubbed Youth Voice, Youth Choice, there were four main steps: first, young people will came up with ideas for public projects they would like to see in their communities; second, youth volunteers turned those ideas into concrete proposals with support from the Department of Neighborhoods and appropriate City staff; third, Seattle youth (ages 11-25) were invited to vote on the final list of projects; fourth, the winning projects were funded and implemented by the City of Seattle.

Our pilot year of Participatory Budgeting was highly successful in getting participation from middle school and high school-aged youth, but lacked significant participation among youth between the ages of 19-25 years old.

In this coming year, though there will be some significant changes to the PB program, we anticipate there will still be a challenge in getting college-aged students to participate.

We would love to work with a UCBI intern to engage more college students in this process and envision this internship role to be a PB Campus Organizer. As someone who is intimately familiar with the UW campus, has a built-network of peers and classmates, and has insight into what types of engagement strategies will work for this demographic, an undergraduate student would be the most ideal person to fit this role.

As a PB campus organizer, the intern would first be fully briefed on the program, what it is, timeline, etc. Following a very thorough orientation, the intern would work closely with program staff to map out a strategy for outreach on the UW campus – this may include identifying which student groups would be most interested in this opportunity, relevant campus listservs to send out information, and key events to attend and share information. At key points in the PB process, namely the Idea Collection and Vote phases, a campus organizer would be expected to engage peers in discussion
around this funding opportunity and assist with implementation of the outreach strategy.

**DESCRIPTION OF INTERNSHIP:** PB is a relatively new concept in Seattle, and I have struggled with how to simplify its description for others. It is my hope that the intern, having limited experience with PB, would be able to offer me some insight into how to message this awesome civic engagement opportunity. In other words, I hope they can help me ‘de-jargon’ this amazing resource!

Also, one of the notable changes to the program from last year is that the funding would be limited to only capital projects in Seattle Parks and projects having to do with street infrastructure. How do you make Parks & Streets improvements relevant to college students? Is this even possible? I would love to hear input on this question.

The Intern would have three key responsibilities:
1) Assist PB staff in developing an outreach strategy for reaching UW campus students and other young adults in Seattle
2) Assist PB staff in carrying-out outreach strategy in and around the UW campus.
3) Assist PB staff in planning and implementing a social media strategy for PB

If the Intern has additional capacity or the above activities do not fulfill the minimum time commitment, then the Intern may also support other youth programs in the department.

**NEEDED SKILL SET:**
- Ability to follow through
- Creative!
- Trustworthy
- Strong interpersonal skills
- Willingness to push their growing edge
East African Community Services

ADDRESS: 7050 32nd Ave S, Seattle, WA 98118

MISSION: The mission of East African Community Services is to provide culturally responsive K-12 education programs that keep our youth safe and help them succeed in school and life. With a vision of developing and strengthening the capacity of East African refugees in King County at the individual, family, and community levels, EACS has established a strong record of service in the King County. EACS meets our vision by providing culturally specific advocacy, information, referral and direct social services, and by bringing together members from the major sectors of the East African refugee community.

COMMUNITY IDENTIFIED NEED: The successful implementation of educational strategies to assist East African youth in the New Holly neighborhood through targeted math interventions is a issue identified by residents of the community. To combat this issue the UW UCBI would assist in addressing this issue would be to engage with students and families in various educational and community building ways. Potential responsibilities for the UCBI would be planning and coordination of family engagement nights connecting families and students with educational tools and resources. Leading of college and career readiness workshops for 11th and 12th grade youth. Providing help and support the organizational management of K-12 after-school programming. As well as assisting with development and implementation of summer learning programs.

DESCRIPTION OF INTERNSHIP: Humility: EACS provides help with "211" services for people of East African decent on an organizational and personal level. Staff at EACS have and continue to provide help with immigrant and refugee migration to the U.S.A in and outside of the office through use of paid and personal time.

Equity: EACS understands the need to provide safe spaces for people of East African decent to meet, learn, and grow. By providing families with these spaces EACS actively amplifies the voices of community members as well as students to help combat racist ideals and understanding of diverse cultures.

Responsibility: With EACS being in operation for over 15 years we have set ourselves as a leading community based organizational resource for students and families. The staff have and will continue to plan and implement community engagement opportunities for people to learn and grow as well as continue the partnership with Seattle Public Schools to address culturally responsible ways support students.

Introspection & Purpose: With constant acknowledgement embracing of self the rich East African traditions and history it is impossible for EACS staff, volunteers, and interns to abdicate from introspection and purpose driven conversations and actions. The staff promote the idea that "it takes a village" in our everyday actions and programmatic efforts.
NEEDED SKILL SETS: Required capacities include:
Willingness to learn about and respect diverse cultures and perspectives. Proficiency in Microsoft Office Suite. Strong written and oral communication skills.

Desired skills;
Familiarity with Seattle Public Schools and Common Care curriculum standards.
Previous work with youth in an educational/engagement setting
El Centro de la Raza

ADDRESS: 2524 16th Ave S Seattle, WA 98144

MISSION: El Centro de la Raza is a voice and a hub for Seattle and Martin Luther King, Jr. County's Latino community as we advocate on behalf of our people and work to achieve social justice. Through our comprehensive programs and services, we empower members of the Latino community as fully participating members of society. We also work to raise awareness with the general public, and government, business and civic leaders about the needs of the Chicano/Latino community in the United States.

COMMUNITY IDENTIFIED NEED: One issue affecting our community is the lack of accessible and culturally relevant early childhood education. In response to this community need, El Centro de la Raza initiated our Jose Martí Child Development Center. This program provides bilingual/bicultural curriculum and development opportunities to children. In response to the overwhelming demand for this center, we are expanding and will be opening new classrooms this year. We are in need of an intern to help teachers implement components of the Creative Curriculum and dual-language programming as well as general classroom support.

DESCRIPTION OF INTERNSHIP: El Centro de la Raza has always honored the concerns of society's most vulnerable including elders, children, and other marginalized people. The organization practices equity by centering the voices of people of color in decisions at all levels in the organization. The organization has been holding public systems accountable and advocating on behalf of the community since it's inception in 1972. El Centro embraces introspection and purpose by continuing to expand and strengthen our programs and services.

NEEDED SKILL SETS: While it is preferred that the intern be bilingual Spanish/English, this is not a requirement for the internship
Global to Local

ADDRESS: 2800 S 192nd St Suite 104 SeaTac WA 98188

MISSION: Global to Local (G2L), created through a partnership between HealthPoint, Public Health – Seattle & King County, Swedish Health Services, the Washington Global Health Alliance, and the cities of SeaTac and Tukwila, builds on the expertise of Washington State’s global health institutions to bring strategies that have proven effective in developing countries to underserved communities in the United States. G2L demonstrates the effectiveness of these global strategies to improve the health and economic stability of vulnerable communities here at home. The goal is to use innovative, holistic, and community-driven solutions to address health and economic disparities in diverse low-income communities. As such, we recognize that access to good health is dependent on factors such as economic opportunity, education, and financial capability. To date, G2L has served over 10,000 people in SeaTac and Tukwila through a variety of health screenings, health education and coaching, connections to human services, business and employment support, and other community programs.

COMMUNITY IDENTIFIED NEED: Several issues have been identified through recent community conversations and feedback.

- Safety: many people expressed concerns about safety in our communities. This included concerns about physical safety, incidence of petty crime, drug activity, and issues like safe walking routes and street lights.
- Community Connectedness: we heard many comments that people don’t know their neighbors and that there are not enough opportunities to come together to get to know one another and discuss issues in the community. This is also one of the reasons people expressed for not feeling safe—that they don’t know their neighbors.
- Leadership and Advocacy to achieve social justice: there was a sense that people are not engaged enough in civic life and that there is a need for more participation in civic/political processes. To move in this direction, there is a need to support new leadership in our communities who can be engaged and advocate for community needs and priorities.
- Access to healthy foods: There were a number of discussions that talked about wanting access to healthy foods, particularly through farmers markets and community gardens.

G2L has a plan to address these issues through the development of new programs and/or expanding capacity in areas that we are already working. In order to address these issues effectively we will need to expand our organizational capacity and continue engaging with community throughout the development of programs. Working with UW Undergraduate Community Based Intern will help provide development and communications support that is much needed during this process. Specifically, the intern will be involved in the creation of an individual donor database (to support more staff roles), planning of community conversation events, and building a case for support and/or strategic communications plan.
DESCRIPTION OF INTERNSHIP:

Humility: As seen throughout all of our answers, we are a community-driven organization and we value listening and shared perspective before decision-making or individual ownership. We also place value on asking for support or help. While it is important to have ownership over accomplishments- it is also important to be able to work on a team and feel comfortable asking for help.

Equity: As an organization, we use a horizontal management perspective that lends itself to breaking down hierarchical structures and empowering each other’s voices. G2L’s commitment to diversity and inclusion can be seen in our programs as well as our staffing. G2L has launched over 10 programs to-date and has worked with more than 50 community leaders and served more than 10,000 individuals, the vast majority of whom come from communities of color. Community members employed by G2L have represented a variety of languages and cultures including: Burmese, Bhutanese, Congolese, Eritrean, Indian, Vietnamese, Kurdish, Latino and Somali. G2L volunteers represent an even more diverse group. G2L prioritizes both staff and community leadership development to create pathways to success for all. G2L provides leadership trainings focused on advocacy and taking on decision-making roles and offers opportunities for direct skill development whenever possible. G2L has also created capacity for small, minority-led community based organizations to get off the ground by acting as fiscal agent.

Responsibility: At G2L our responsibility is to the community and the intern will learn that we are very serious about communicating and reporting back to the community rather than just gathering information and disappearing. We want to remain trusted in our community and must not just be responsive, but show that we are being responsive.

Introspection and Purpose: This can be seen in our continual commitment to community inclusion and responsiveness. It is about always asking what more can be done and how to do things differently. This is where we also add an emphasis on metrics and evaluation to see if our efforts have made an impact.

NEEDED SKILL SETS:

An ideal intern will have the following skill sets and qualities: US driver’s license, tactful communication, motivation and attention to detail, emotional intelligence, cultural competency, skillful in data collection and analysis, well versed in communication and/or design technology, high attention to detail, autonomous, timely, reliable, excellent communicator, respectful and kind.
HealthPoint

ADDRESS: 955 Powell Ave SW, Renton, WA 98057

MISSION: HealthPoint is a community-based, community-supported and community-governed network of non-profit health centers dedicated to providing expert, high-quality care to all who need it, regardless of circumstances. Founded in 1971, we believe that the quality of your health care should not depend on how much money you make, what language you speak or what your health is. Because everyone deserves great care. Over the past four decades, we’ve continually reinvested in new facilities, expanded services and recruited expert providers to enhance quality of care. Today, we have 12 locations offering a broad array of services, all connected by a state-of-the-art electronic medical record. Our innovative care model redefines the boundaries of traditional health care by bringing together all the services someone needs to be healthy in one place. Patients benefit from a coordinated system that includes medical care, dental care, naturopathic medicine, behavioral health care, social services, and case management. Even the pharmacy is on-site.

COMMUNITY IDENTIFIED NEED: HealthPoint locates its community health centers in poor, ethnically diverse, underserved neighborhoods in efforts to directly address disparities in access to care. HealthPoint serves a disproportionate share of racial and ethnic minorities – 64%, which is significant given that King County’s overall population of racial or ethnic minorities is about half that percentage. Four of HealthPoint’s health centers are located in cities that now have more minorities than non-Hispanic whites: Tukwila (63%), SeaTac (61%), Renton (51%) and Kent (51%). Each year our service area receives thousands of refugees from countries all over the world, including Bhutan, Burma, Iraq, Nepal, India, Cambodia, Sudan, Somalia, Ethiopia, and the Democratic Republic of Congo. In addition to newly arriving refugees, thousands of immigrants relocate to the area each year from countries such as Mexico, China, Vietnam, India, Philippines, Korea, Canada, Ukraine, Japan, and the Horn of Africa. The intern will be promoting the patients and services that HealthPoint provides to emphasize the need for services and the benefit that HealthPoint provides to the community.

DESCRIPTION OF INTERNSHIP: King County and Seattle region has huge disparities in both access to and quality of care. HealthPoint bridges that gap. Last year, we cared for almost 80,000 people of all ages while also serving over 45 different languages. Our staff are expected to show all these qualities when they work with our patients, but also their coworkers, staff, community members, and within the community. Our innovative model of care ensures that high quality, comprehensive, coordinated health care services are available to all, regardless of circumstances. Everyone deserves great care and HealthPoint strives to be a responsible nonprofit and community member. HealthPoint strives to educate it’s patients as well as partner with the local community to advocate for their own health as well as the health of their community.
NEEDED SKILL SETS: Advanced ability to operate computers and related software programs including Microsoft Word, Excel, Outlook, Publisher, PowerPoint and knowledge of database management programs. Social Media (Facebook, Twitter, and Linkedin) experience preferred.
Idle No More Washington

ADDRESS: 814 NE 40th St, Seattle, WA 98105

MISSION: We provide service learning students a unique opportunity to learn firsthand about on the ground community organizing in Native communities, tribal sovereignty rights, Native-led organizing on local and global issues. Students may help with fundraising/grant-writing, administrative and technical support, website building, assist with social media, help develop campaigns, event and action planning and coordinating, workshop development and outreach, assist with program development of Native Youth Action Camps, volunteer at local Native events, gatherings, and actions. Students may work independently and with Idle No More, our partner organizations, attend partner and tribal meetings.

COMMUNITY IDENTIFIED NEED: Idle No More Washington is a volunteer organization that is a growing movement in Washington, Oregon, California, and Alaska. The contributions from the service learning students will benefit countless people and future generations by helping inhibit the growth of the dangerous transport of fossil fuel that would attempt to make Washington and the Salish Sea a fossil fuel corridor. The student will assist in building authentic alliances based on mutual respect, and help build a foundation of decolonizing grassroots organizing that can be a model we hope will be replicated in many frontline communities most impacted by climate change.

DESCRIPTION OF INTERNSHIP: As the Director of Idle No More Washington I have always consulted with Native elders and community members and will continue to do so. I work with one of the most marginalized community in Seattle - the Native American community. I am honored that so many Native community leaders and members have always contacted me to support and advocate for systemic change.

By working with us the students will reflect on their own historical trauma and healing that will enable them to be a better, stronger person to fulfill their purpose in life. This purpose usually entails their personal and life-work.

NEEDED SKILL SETS: • Desire to work with indigenous community leaders, activists, elders, youth, and trainers.
• Willingness to commit to utilizing their unique skills, organizational abilities, and the desire to work in a positive way that is mutually respectful to self and others.
• Commitment to assist with a variety of tasks for Idle No More, Native community events and/or actions, and program development and implementation as their schedule permits.
• Basic knowledge of reading, writing and math skills.
• Effective and positive communication skills.
InterIm Community Development Association

ADDRESS: 310 Maynard Ave. S., Seattle, WA 98104

MISSION: InterIm Community Development Association (InterIm CDA) promotes resiliency in Asian American, Pacific Islander, immigrant, and refugee communities through culturally and linguistically responsive community building. Our programs include real estate development, housing services and homelessness prevention, youth leadership, civic engagement, the Danny Woo Community Garden, and sustaining a healthy community.

COMMUNITY IDENTIFIED NEED: Every year, InterIm CDA has a positive impact on up to 2,200 people through all of our programs that support resilient immigrant and refugee communities and individuals. We help up to 1,600 people a year, including children and survivors of domestic violence, find safe, stable, healthy homes. We have created a total of close to 400 affordable apartment units through our real estate development program, and we own 296 of these units that are homes for low-income and below the area median income residents. We fill a void for Asian and Pacific Islander culturally and linguistically responsive services. We have many success stories to share with the public so that we can communicate the need for InterIm CDA’s programs and mission, and the intern would assist in telling these stories through communications and marketing tools such as social media, blog posts and our e-newsletter. The intern would also be an integral part of helping to plan and execute our annual fundraising gala in May of 2017.

DESCRIPTION OF INTERNSHIP: Humility: This practice as described above is ingrained in all our program areas, and therefore into our organization as a whole. For instance, our Housing Services and Homelessness Prevention case managers see up to 1,400 clients a year from diverse ethnic, racial and cultural backgrounds. They listen to the individual needs of each client or client family and provide wrap around holistic services to ensure the success of each client. The first step is as safe, stable home. But on top of that, InterIm CDA often provides financial literacy assistance, clothing, money for rent, and often times the first sense of a social safety net the client as an immigrant or refugee has felt. Our case managers also learn from their clients and apply what they have learned from them to the needs of future clients.

Equity: Our housing clients who come to us from across the state experience many barriers to accessing affordable housing: 98% are extremely low income and 2% are low income; 37% are homeless of which 7% are domestic violence survivors; 14% are persons with disabilities. English language proficiency among the diverse AAPI communities creates additional challenges for many households who are living in poverty. InterIm CDA’s programs are helping to address these growing community needs as well as the need in our neighborhood (and greater Seattle and King County) for affordable housing.

Responsibility: we advocate for systems and policy change and lead planning efforts that improve the CID. We also encourage voter registration through outreach, education, and community building.
Introspection and Purpose: What drives the staff of InterIm CDA is our cultural connection and background in common with those we serve. 90% of the staff are of Asian Pacific Islander descent. Many are first or second generation and have first hand knowledge of the API immigrant experience.

**NEEDED SKILL SETS:** This position requires very strong writing and story telling skills, professional email rapport skills in asking for donations, ability to pick up the phone and pro-actively call to follow up on donation, knowledge of social media. Fluency in Asian and/or Pacific Islander languages is desirable but not required. The intern should be sensitive to issues regarding homelessness and working with low-income, immigrant, and refugee communities.
International Rescue Committee (IRC)

**ADDRESS:** IRC is moving offices in Dec/Jan. Exact office location TBD, but will be in South King County

**MISSION:** The International Rescue Committee (IRC) helps people whose lives and livelihoods are shattered by conflict and disaster to survive, recover and gain control of their future. The IRC was founded in 1933 and has worked in the Seattle area for 40 years, helping 25,000 refugees and survivors of human trafficking rebuild their lives in Washington State.

The IRC helps newly-arrived refugee families become independent and involved members of our community. Core services include:

- Initial housing assistance
- Case management and referral services
- Job readiness and placement
- Community and cultural orientation
- Health and wellness programs
- Immigration services
- Youth programs

The IRC in Seattle is also the lead agency in the Washington Anti-Trafficking Response Network (WARN) which assists survivors of human trafficking across Washington State.

**COMMUNITY IDENTIFIED NEED:** Resettling in the U.S. as a refugee can be a challenging transition for many different reasons. Refugees have lost their homes and livelihoods, left behind family and friends, and have often experienced unspeakable violence and terror. Then, the process of starting again in a new country - with unfamiliar language, culture, institutions and systems — and with few resources can be yet another traumatic experience for refugees.

As a resettlement agency, our goal is help make this transition into a new home and community as smooth as possible. One way we can provide such support is by offering community and cultural orientation to newcomers. We are seeking an intern who can help us expand and improve our Cultural Orientation ("CO") Program. The intern will be responsible for designing and conducting a needs assessment by interviewing IRC staff and conducting focus groups with current and former refugee clients to identify strengths and gaps in our current programming. The intern will then begin designing a new CO program which will provide comprehensive community orientation to newcomer families across a three-month period.

This is a great opportunity to gain professional skills and experience at a highly-regarded humanitarian organization. More than that, it's a chance to make refugees welcome in Seattle.
DESCRIPTION OF INTERNSHIP: UCBI's guiding principals are very similar to our core values at IRC: integrity, service and accountability. Our first priority is always to the people we serve - and treating them with the dignity and respect that they deserves. We listen to our clients, and we respect their choices always. Our clients are the experts on their own lives.

IRC is also committed to a diverse work environment. Many of our staff are from refugee communities. With so many backgrounds, values and experiences on our team, it creates a rich learning environment for volunteers and interns. On our team, we may not always agree with one another, but we seek out perspectives that may conflict with our own. We engage in challenging dialogue. It’s the nature of our work, but it’s always the culture of our organization.

NEEDED SKILL SETS: -Must be culturally sensitive, respectful of diverse backgrounds and willing to work with English language learners; previous cross-cultural communication experience is a definite plus
-Flexibility, patience and adaptability are key, as IRC is a high-energy work environment, and can be unpredictable at times
-Able to meet deadlines and project goals, while working independently and remotely
-Strong communication skills
-Confidence in research skills; some experience conducting interviews, designing surveys, or other social research skills a plus; must also be willing to adapt research methods to the needs of diverse populations
-Some experience with education or curriculum development preferred, but not required
-Fluency in a second language such as Arabic, Somali, Kiswahili or Kinyarwanda is helpful, but not required
-Willingness to adhere to IRC volunteer and workplace policies
Latino Community Fund of Washington State

**ADDRESS:** 220 Second Ave S. #103  Seattle WA 98104

**MISSION:** The Latino Community Fund of Washington invests in the Latino community to cultivate new leaders, support effective nonprofit organizations, and improve the quality of life for all Washingtonians.

Formed in 2006 by a group of Washington State residents of Hispanic/Latino heritage in order to address the growing needs of the Latino community. The Latino Community Fund’s approach is to capitalize on the Latino community’s best resource, it’s people, in order to identify, share and advocate for successful culturally relevant and linguistically appropriate organizations, programs and practices.

Our work is centered on three areas: Civic Engagement & Advocacy, Leadership, and Building Capacity

**COMMUNITY IDENTIFIED NEED:** The Latino Community Fund is working to build Latino leadership in Washington State and expand and deepen our Leadership work to include a more policy advocacy driven focus by engaging cross generational Latino community leaders. In November 2014, nine Latino non-profit organizations in the Washington Latino Nonprofit Leadership Academy, hosted by LCF, formed the Latino Equity Network. Leaders developed the network to engage community members around policy issues that they identified as the most pressing issues facing the Latino community in Washington State. The network collaborated to survey hundreds of community members from across Washington State to identify local issues affecting the Latino community. These were the basis for the Latino Equity Agenda, a policy agenda brief that highlighted issues that community members are facing in the areas of environment, health, education, immigration, workers’ rights, and housing. This agenda continues to be updated as a tool for organizations, groups, and community leaders to use when talking to policymakers.

Working with a UW Undergraduate Community Based Intern would provide us with the opportunity to more actively coordinate the Latino Equity Network activities in King County. The intern would assist in coordinating leaders in King County to update the Latino Equity Agenda and distribute it to local leaders and legislators. The intern will also assist in bringing together Latino leaders in King County to engage community members around developing and implementing community-driven solutions to policy issues that local community members face.

**DESCRIPTION OF INTERNSHIP:** Guiding Principles

The members of the Latino Community Fund believe in:
A Strength and Asset-Based Approach – We pledge to start every process by focusing on what is best in people and communities and then building on those assets (e.g.: people, culture, existing programs, business, money, etc.) we already have.

Participatory Processes – We value efficiency, transparent decision-making, and devoted leadership. We welcome people of all incomes, races, ethnic backgrounds, languages, sexual orientations, genders, and abilities to participate in Latino Community Fund processes, activities and events.

Latino-Led and Latino Accountable Work – We consciously accept the duty to solve the challenges we face. Latinos must be active participants in the development of our future.

Creating communities of inclusion, mutual support and respect – Although we are a transnational, transracial and trans-ethnic community, we still struggle with classism, colonialism, racism, sexism, homophobia and other forms of oppression. To move forward, we must first identify and dismantle those walls that keep us apart so we can move together into a better tomorrow.

Capacity-Building – We invest to develop the skills, knowledge and connections of the leaders and organizations that implement change in our communities.

Accountable, Effective and Replicable Practices – We are committed to the professional, ethical, moral and legal standards that govern non-profit and philanthropic work. We focus on results driven, culturally competent, language appropriate and evaluated practices that can be shared among communities.

Latinos as Philanthropists – We are committed to dismantling the stereotype of Latinos as takers and to acknowledge that many Latinos are already philanthropists giving back to their communities, here in the United States and Latin America, through a variety of mechanisms.

The Strength and Beauty in the United States Latino Community – No matter what country we come from, what label we choose to use (e.g.: Latino, Hispanic, Chicano, Xicano, Maya, etc.) or what political or religious affiliations we have, we are strong and we are part of a greater community that loves and respects our roots in this continent.

Open and Transparent Philanthropy – All fundraising and grantmaking must be open, objective, and transparent.

**NEEDED SKILL SETS:** Skills and/or Capacities Required
- Desire to work collaboratively with community members to create policy change
- Must be culturally sensitive, respectful of diverse backgrounds and willing to work with English language learners; previous cross-cultural communication experience is a definite plus
- Willingness to lead activities, manage groups
- Willingness and desire to learn through collaboration and to listen to the priorities of community members
- Flexibility and adaptability in working with community leaders to develop focus based on community feedback
- Able to meet deadlines and project goals, while working independently and remotely
- Comfortable working with multiple partner organizations
- Strong communication skills; will be required to communicate/collaborate frequently over email and Google drive, occasionally in person or over the phone
- Willingness to adhere to volunteer and workplace policies
- Detail oriented

Skills and/or Capacities Desired (not necessary)
- Fluency in Spanish is helpful, but not required
- Some experience and/or knowledge of policy arena is helpful, but not required (this is also an opportunity to learn)
Literacy Source

ADDRESS: 3200 NE 125th Street, Seattle, WA 98125

MISSION: Literacy Source has been providing unique and responsive adult literacy services since 1986. During our first few years, we focused primarily on adult basic literacy instruction in Seattle’s North End. Today, our services also include English as a Second Language (ESL) classes and tutoring at all levels, computer literacy, workplace basic skills, citizenship classes and naturalization assistance for low income individuals, and GED prep. In addition to offering classes at our main Center in Lake City, we partner with a variety of organizations to provide classes offsite at the King County Correctional Facility, and in schools, community centers and churches in South King County (SeaTac and Tukwila), and throughout Seattle.

COMMUNITY IDENTIFIED NEED: Literacy Source provides citizenship education services to adult learners who have the goal of passing the US citizenship exam. The intern will work closely with our refugee and immigrant students, helping them to access educational opportunities to prepare to pass the exam, including citizenship English classes, tutoring, and mock interviews. The intern may also do organizational development work around citizenship, helping coordinate workshops, volunteers doing mock interviews or other program development work.

DESCRIPTION OF INTERNSHIP: Our instruction, both in our center and in the community, is learner-centered and competency-based. We follow the Career and College Readiness standards, and through contextualized, project-based learning, our learners develop their basic skills of reading, writing, math, listening, and speaking, as well as the basic digital literacy skills to be a good citizen and worker in the 21st century. On the individual learner level, our instruction is adaptive to the needs of our learners with a mixture of classes and tutor support. At the program level, we are flexible and nimble, able to develop programs to quickly meet community needs. We utilize a mixture of professional staff and teachers as well as trained volunteers to meet learners’ individual needs to break the cycle of illiteracy and enrich their lives.

This understanding of our work requires the humility to really listen to learners and help them meet their needs. Reflective teaching also requires a cycle of teaching and learning, including a period of reflecting on learning, what went well, and what could be improved in order to meet the learning goals. These principals are foundational to our work. In addition, the intern will have many opportunities to reflect on equity and responsibility through working with the adult refugee and immigrant population, listening to their stories, and helping them to make change in their lives.

NEEDED SKILL SETS: Knowledge of or experience with adult immigrant and refugee populations is a positive, but not required. Multilingual preferred, but not required. The intern should like working in a collaborative and diverse environment and be self-motivated to identify student and program needs and create and carry out action plans to meet those needs.
Matt Griffin YMCA

ADDRESS: Main Site: 3595 S 188th Street, Secondary sites: 830 SW 188th St, Seattle, WA; 4424 South 188th St, SeaTac, WA 98188

MISSION: The Matt Griffin YMCA dedicates itself to youth development across Highline and is a leader in the YMCA’s national movement toward closing the achievement gap. As part of this initiative, the Teen Leadership Department is partnering with Highline Public Schools to run afterschool tutoring and enrichment activities at Evergreen Campus and Tyee Campus, serving approximately 1700 students. Through our partnership, the Matt Griffin YMCA runs tutoring centers; plans and leads activities, field trips and workshops; and coordinates after school meals and transportation for high school students.

Highline includes a diverse population of immigrants and refugee families from across the world. Approximately 85% of the students served are minorities, many of whom are English Language Learners (ELL). Over 60 languages are spoken including Spanish, Vietnamese, Somali, Tongan, Arabic and many more. Up to 93% of students qualify for free or reduced lunch. Community involvement and services are especially important at these sites. New families are often unaware of the processes and resources offered in their community. Bringing services directly to these families helps to bridge this gap and educate the more effectively.

COMMUNITY IDENTIFIED NEED: YMCA after school programs provide resources to students on campus to help close the achievement gap. While these resources are available to youth, connecting youth and families with these resources can be a challenge because of language, physical access and lack of information.

The UW Undergraduate Community Based Intern would assist with family engagement in order to increase knowledge and access to families of the program.

Responsibilities that the intern would engage in include could include:
- Create family engagement materials such as flyers and letters
- Build and maintain a database of participant/family information
- Contacting families of program participants to provide feedback, update them on program resources, and request documentation as needed (such as registration forms)
- Assist in evaluation of family engagement practices
- Assist in planning of family engagement events

DESCRIPTION OF INTERNSHIP: Humility
The YMCA is a community based organization that focuses on empowerment in every sense of a person's life- physical, mental, emotional and social. One way we do this is by providing a space for community members to reflect and lead activities of their choice. We also select and plan new programming based on community need. The Matt Griffin YMCA in particular partners with the
community to support movements such as "Graduate Highline" and encourage discussions between police officers and community members.

Equity
First, the Matt Griffin YMCA works to reflect the community within our staff. Community feels welcome in the branch because they can identify with another staff member that speaks Somali or an aquatics staff wearing a hijab. Additionally, through a combination of scholarship or grant run programs, resources are provided to community members regardless of income. The YMCA also hosts a number of community events to promote cultural expression and safe discussion related to racism and other social concerns.

Responsibility
The Matt Griffin YMCA recognizes inequity within the community. Because of this, we partner closely with schools and other non-profits to identify where improvements need to be made or resources are lacking and meet this need. We partner to provide resources and programming in areas such as academics, nutrition, diabetes prevention, cultural awareness.

Introspection and Purpose
The YMCA has a long history but is still constantly changing. Through constant evaluation, training and close community connection, we work together to make sure that we are growing as individuals and an organization.

NEEDED SKILL SETS: Required Qualifications:
- Strong written and verbal communication skills
- Computer literacy. Knowledge of or willingness to learn use of programs such as Microsoft Publisher, Access, Word, SharePoint, Google Drive.

Preferred Knowledge and Skills:
- Bilingual. Common languages within our population include: Spanish, Somali, Vietnamese. All languages welcome.
- Desire to work with diverse populations
- Experience in general marketing or recruitment practices (creating flyers, social media engagement, etc)
NARAL Pro-Choice Washington

ADDRESS: 811 First Ave Suite 675 Seattle, WA 98104

MISSION: NARAL Pro-Choice Washington is the state’s leading pro-choice political and advocacy organization. We work every day to protect and advance access to the full range of reproductive health care options to help women, men, and teens stay healthy and safe.

COMMUNITY IDENTIFIED NEED: The intern would primarily be working with the Field Organizer to expand our community outreach. NARAL works to pass legislation that expands reproductive freedom and access, and much of the work that we do requires community input and support. Some community engagement that an intern could expect to help with would be member recruitment, circulating petitions, going to events as an envoy for NARAL, social media and outreach for NARAL events and volunteer opportunities, and helping to organize actions like protests and lobby day at the state capital. Supporting this work with data entry and office work is also integral to the role.

DESCRIPTION OF INTERNSHIP: We understand the historical shortcomings of some branches of the feminist movement, and we seek to operate differently by focusing on listening first and speaking second. We realize that reproductive justice is a movement that began in response to violations that were predominantly committed against women of color, and does not only revolve around abortion access, but needs to address systemic racism as well. That is why we work in coalition with our allies in other social justice movements to build power and increase our collective strength.

NEEDED SKILL SETS: A passion for our mission and a commitment to pro-choice values.
OneAmerica

ADDRESS: 1225 S. Weller St., Suite 430, Seattle WA 98144

MISSION: OneAmerica's mission is to advance the fundamental principles of democracy and justice through building power in immigrant communities, in collaboration with key allies.

COMMUNITY IDENTIFIED NEED: The Washington New Americans program works to address the lack of naturalization resources available to low-income immigrant communities across the state. In order to address this issue, we fund a network of community-based naturalization service providers and host about 10-12 one-day citizenship clinics per year. Seattle and King County has a wide diversity of legal permanent residents who come from dozens of different countries and language backgrounds. An undergraduate intern would help us reach broader audiences than we currently have capacity for, by building partnerships with smaller organizations that serve immigrants, particularly from underrepresented communities. A UW Undergraduate Community Based Intern would engage with our program in a number of meaningful ways. This intern would implement WNA program goals and objectives under the supervision of the New Americans Program Associate. The intern would answer calls on our multilingual citizenship hotline, providing quality information and referrals to callers statewide. The intern would follow up with clients who have attended our citizenship clinics, to ensure they successfully submit their applications and pass their interviews. As an intern in our program, an intern will also be a key part of coordinating and carrying out our 1-day citizenship application clinics through outreach, volunteer engagement, and planning. The intern would lead citizenship informational forums around King County, both to audiences of eligible residents as well as U.S.-born community members committed to supporting access to citizenship.

DESCRIPTION OF INTERNSHIP: OneAmerica advocates for immigrant and refugee communities by organizing in and advocating for and with a diversity of immigrant communities including Latino, African, and Asian. Every bucket of our work touches on these core principles. For example, our civic engagement work is rooted in the core belief that participating fully in our democracy and our communities is essential to building a strong country. We work to bring every person’s voice and abilities to the movement to create real democracy, engaging people - regardless of citizenship status - to engage fully in their communities. For new Americans, that means voting. We believe that everyone, regardless of immigration status, has the opportunity and responsibility to contribute to their communities, schools, and workplaces. Our community organizing touch on the responsibility we hold at the core of our work to make sure to connect real people with real effective policy change. OneAmerica identifies and develops leaders within immigrant communities to lead the struggle for justice through the base groups, which act as intentional spaces for them to gather and share experiences, build new skills and consciousness, and use their creative talents to inform, educate, and mobilize their communities. Using a similar model, OneAmerica has formed a Youth Organizing Program, where immigrant youth are engaged in organizing through Action Squads at their schools, and an East African Emerging Leaders group to advocate for issues specific to their communities.
**NEEDED SKILL SETS:** We seek an intern with a demonstrated commitment to fighting for social, racial, and economic justice. The majority of our work in the Washington New Americans program requires fluency in another language, so bi/multilingual ability preferred (Spanish, Vietnamese, Chinese, Korean, Amharic, Oromo, and/or Somali highly desired). There are diverse language needs among lawful permanent residents in Washington, and we would welcome an intern who can help us further reach non-English speakers. In order to be successful as an intern with Washington New Americans, an individual must possess strong verbal, listening, and written communications skills. Attention to detail and ability to work under pressure, especially within a collaborative role, are also highly desired. We seek a self-starter with demonstrated ability to prioritize and handle multiple, complex tasks. Computer and internet proficiency, in particular programs such as Word, Excel, PowerPoint, and Adobe Reader are also important. Knowledge of Salesforce or other databases is preferred.
Pike Market Senior Center

ADDRESS: 85 Pike St., #200, Seattle, WA 98101

MISSION: In downtown Seattle, the Pike Market Senior Center (PMSC) strives to make each day better and safer for older adults. We provide services, activities, and support that lead to more self-sufficient and fulfilling lives. For over 30 years we have served the basic needs of low-income older adults and families as they experience food insecurity, inadequate nutrition, homelessness, social isolation and lack of opportunity.

COMMUNITY IDENTIFIED NEED: Community Cultural Connections (CCC) is a project designed to address the lack of engagement in our greater society by the under-served, marginalized members of our Senior Center. The issue we wish to address through the internship is social isolation and disconnection to the greater community on the part of Senior Center members, who of necessity must concentrate on their basic needs. Anecdotal evidence tells us that lack of connection to the normal life of the community in which they live results in a feeling of worthlessness and invisibility.

CCC will connect Senior Center members to their community through social, spiritual, creative, physical, and educational programming that will enrich their lives. The project will bring information, demonstrations, speakers, and entertainment to the Senior Center. It will also research and promote opportunities to engage outside the Senior Center at community events.

For the activities and events that take place inside the Senior Center, the intern will be responsible for developing a plan of engagement, researching the availability of groups and individuals who can visit the Senior Center for the above purposes, inviting these persons to engage with us. When possible, the intern will host the activity. The intern will send the thank you letter. For the activities that take place outside the Senior Center (field trips) the intern will schedule the activity and if possible escort the group, in partnership with a staff member.

It is the goal of the organization to achieve parity with the programming offered at other Senior Centers in the region, so that the PMSC members will have the same opportunities as older adults who have more financial resources. The intern will contribute a new energy and intelligence to this project designed to engage a marginalized, under-served population of older adults more fully in the real life of the community. He/she will enhance a type of programming of the Wellness Engagement Program that is currently in existence at the Senior Center – through the internship many more opportunities for engagement will be offered to Senior Center members.

INTERNSHIP DESCRIPTION: Once the project is launched, many of the activities can self-directed. The Intern will conduct an interest survey with Senior Center members, create a network of information, organize opportunities for activities, and invite presenters and facilitators. She/he will also research and organize opportunities for field trips. Daily tasks will include internet searches, networking,
creating a calendar of activities, making flyers, connecting with the newsletter editor in a timely manner, announcing activities to Senior Center members.

**NEEDED SKILL SETS:** The intern needs to be able to work with a diverse population of older adults. She/he needs to show initiative and be self-directed. Excellent written and oral communications skills, creative thinking, and networking skills are essential. Also essential are excellent organizational skills. To be effective the internship needs to take place primarily in the mornings. Therefore the student needs to have a class schedule that allows him/her to be at the Senior Center at least 2 mornings a week. Some of the research and networking can take place from the campus at other times of the day.
Prison Scholar Fund

ADDRESS: 6512 23rd Ave, Suite 314, Seattle WA 98107

MISSION: The Prison Scholar Fund (PSF) has a mission of supporting incarcerated students with tools to help them become successful members of their communities by providing college, vocational, and technical education, and mentoring services.

The PSF opens access to postsecondary education for incarcerated students. To date, we have supported 110 students through distance education. We’re now partnering with the UW and the Washington State Dept. of Corrections to provide access to the UW online bachelor’s degree in Integrated Social Sciences. What’s more, we’re also partnering with Microsoft to evaluate the programs using randomized control trials so we have a scalable, turn-key model for effective educational programming so that we can serve our nation’s needs.

Our evaluation looks at educational programming and how it affects recidivism and employment outcomes.

COMMUNITY IDENTIFIED NEED: The PSF would welcome a UW Undergraduate Community Based intern to spearhead our partnership outreach with local and national businesses.

The intern’s primary responsibility will be identifying, planning, and coordinating outreach with local and national businesses, exploring the possibility of those businesses hiring returning citizens and sponsoring those still incarcerated.

Interns will engage in market research to identify potential businesses, identify the appropriate point of contact in human resources, corporate social responsibility, and possibly CEO or VP of operations.

The intern will then begin a process of communication and stewardship to build a relationship with the employer in hopes of securing a number of spots for employment for returning citizens. The intern will also be involved in establishing expectations and understanding between the PSF, the company, and the returning citizen to sure a successful and lasting partnership.

Finally, the intern will have a role in external communications regarding this program.

DESCRIPTION OF INTERNSHIP: We have humble origins, value the diverse and unique perspectives from all internal and external stakeholders, believe in transparency and accountability, and inform our development through conscientious deliberation and a bias toward action.

NEEDED SKILL SETS: Requirements:
• Exceptional written and oral communication skills.
• Record of outstanding academic achievement.
• Highly tuned listening skills.
• Ability to learn quickly and work independently.
• Confident, professional, and demonstrated passion for our mission.
• Strong empathy and tireless perseverance.
• The highest of ethical standards.
• Optimistic, positive, and charismatic disposition.

This position does not require previous non-profit development experience. We encourage exceptional candidates from a broad variety of backgrounds to apply.
ROOTS Young Adult Shelter

**ADDRESS:** 1415 NE 43rd Street, Seattle, WA 98105

**MISSION:** ROOTS Young Adult Shelter builds community and fosters dignity through access to essential services and a safe place to sleep for young adults experiencing homelessness. We do this by working to dismantle the oppression that causes homelessness (racism, classism, and homophobia).

**COMMUNITY IDENTIFIED NEED:** Our community identified issue we seek to address is young adult homelessness as a result of racism, homophobia, and classism (oppression). One of the key ways that oppression operates is to separate us from each other, and prevents us from forming relationships where we would care for each other. The UCBI Intern assists in this area by working with the Volunteer Services Manager to recruit and retain volunteers from all Seattle communities, and inspiring and encouraging potential volunteers to build deep long lasting relationships with our guests as the first step in dismantling oppression. This will be done by:

- Organizing tabling and recruiting events
- Developing and delivering volunteer trainings with the Volunteer Services Mentor
- Tracking volunteer data
- Developing strategies to increase length of service of volunteers
- Developing strategies for long term retention of volunteers.
- Volunteering in shelter regularly.

**DESCRIPTION OF INTERNSHIP:** We exercise humility by coming out publicly with our mistakes, a value that is modeled by our Executive Director, and listen intently and acting on the feed of our guests and volunteers. We attempt to exercise equity by continuing to push our selves to learn more about the places where we are not equitable, and having intentional action driven conversations about how we can improve. We are responsible to our community through offering feedback sessions monthly, and three dialogue session in addition to that for our POC and LGBTQ community to discuss and bring to the forefront with us things we are doing well in there direction, and things we aren't, and giving us ideas on how to make it better.

Introspection and Purpose are core to ROOTS, this is how we find where we need to grow and find the strength to take on our growth edge. We always challenge everyone at ROOTS to lean into their discomfort, and to be open with what they can and can not take on, and to ask for help when needed.

**NEEDED SKILL SETS:** Must truly and genuinely love to interact and engage with people and build relationships, as this is a core component for success in this role. This can look a lot of different ways, if you feel that this describes you but you are also shy or nervous in talking with new people, we encourage you to still apply.
A previous knowledge or analysis of oppression and how it functions

A willingness to cast aside preconceived thoughts and notions and an openness to learning and embracing things that may be uncomfortable.
Seward Park Audubon Center

ADDRESS: 5902 Lake Washington Blvd. S Seattle, WA 98118

MISSION: The Seward Park Audubon Center’s mission is to inspire exploration, discovery, and stewardship of the natural world through science education and other direct experiences that promote healthy, sustainable communities.

COMMUNITY IDENTIFIED NEED: We are looking to mentor an intern that is excited about engaging diverse local youth pre-k through 8th grade in environmental education.

DESCRIPTION OF INTERNSHIP: National Audubon as an organization is committed to diversity and inclusion. Just as biodiversity strengthens natural systems, the diversity of human experience strengthens our conservation efforts for the benefit of nature and all human beings. Audubon must represent and reflect that human diversity, embracing it in all the communities where we work, in order to achieve our conservation goals. To that end, we are committed to increasing the diversity of our staff, board, volunteers, members, and supporters, and to fostering an inclusive network of Audubon Centers and Chapters in all kinds of communities, from rural to urban.

At Seward Park Audubon we routinely reflect on our teaching practices and adjust based on the children we are working with and the needs they have. We are inclusive and provide programming for children and adults, including those that have mobility challenges by providing ADA accessible walks. Two of our staff members are part of National Audubon’s Diversity and Inclusion team and are actively working on diversity projects one of which includes providing programming to U.S. Veterans affected by PTSD or with spinal cord or other mobility challenges in order to engage them in nature and make them feel that the park is a place for them. We also routinely check our biases and recognize when we make mistakes.

NEEDED SKILL SETS: -Some prior education in environmental studies, ecology, biology, or other related field preferred
-Some prior experience working with kids between ages 5-14
-Passion for the outdoors, natural history, and sharing it with others
-Ability to walk/hike up to 2 miles on uneven terrain
-Ability to implement environmental science curriculum
-Ability to teach groups of up to 25 students for up to 3.5 hours
-Ability to commit to a regular schedule
-Access to transportation to and from Seward Park Audubon Center
The People's Harm Reduction Alliance (PHRA)

**ADDRESS:** 1415 NE 43rd St, Seattle, WA 98105

**MISSION:** PHRA is a Seattle-based 501(c)3 non-profit organization devoted to protecting the health and wellbeing of drug users in the Pacific Northwest. To accomplish this mission, our organization provides a range of harm reduction services to prevent HIV and Hepatitis C transmission, soft tissue infections, and opiate overdose.

**COMMUNITY IDENTIFIED NEED:** Opiate overdose is a leading cause of accidental death in Washington State, claiming hundreds of lives annually. PHRA is focusing its efforts on fighting the opiate overdose epidemic, educating drug users on overdose prevention and distributing Naloxone into the community. This year we are also striving to connect more drug users living with Hepatitis C to specialist care and treatment.

We envision a UCBI student could play an active role in our campaigns to end opiate overdose and connect drug users with Hepatitis C treatment. There are administrative and direct service responsibilities associated with both issues that would appropriate for an intern. We will train an intern to provide frontline service through our University District syringe exchange program, including Naloxone distribution and Hepatitis C education. In addition, we will expect an intern to research specific issues related opiate overdose and hepatitis treatment and produce educational and advocacy materials. Finally, an intern would also be assigned some administrative tasks related to both programs.

**DESCRIPTION OF INTERNSHIP:** Humility: PHRA lets those we serve design, direct, and manage their own services. We do not tell drug users what they need.

Equity: Drug users suffer marginalization and demonization in our society. By fighting death and disease in this community, we hope to take the first steps in ending stigma toward drug users.

Responsibility: Drug users have historically been provided with more judgmental and lower quality services than other high-risk groups. It is the responsibility of our organization to fight these injustices.

Introspection & Purpose: PHRA originally started as an organization that only supported injection drug users. Through reflection and listening to our community, we learned that other drug users—including crack and meth smokers—faced significant health challenges. We have expanded the scope of our services to include these previously unserved groups.

**NEEDED SKILL SETS:** We hope an intern would have some preexisting understanding of issues impacting drug users, particularly overdose and disease transmission, though this is not mandatory.
Current or previous drug use is seen as a valuable experience at our organization and we would preferentially select a drug user to work with our organization.

Treehouse

**ADDRESS:** 2100 24th Avenue S/Suite 200, Seattle, WA 98144

**MISSION:** We envision – and strive to create – a world where every child that has experienced foster care has the opportunities and support they need to pursue their dreams and become productive members of our community. Our current major goal is for foster youth in King County to graduate from high school at the same rate as their peers with a plan for their future by 2017.

**COMMUNITY IDENTIFIED NEED:** Our organization seeks to level the playing field for youth in foster care by addressing issues breaking down barriers for youth effected by the foster care system, by providing essential resources for both youth and their caregivers.

Our Outreach and Intake Department drives all of our direct service programs. The youth we serve are eligible for our services only through referral. When youth enter the foster care system, we want them to gain access to services as quickly as possible. We are the first point of contact for foster families and youth in Treehouse services. Many families are first time foster parents or have new placements (who come to them with very little). The Outreach and Intake Department assists in easing the transitioning of both caregivers and youth to foster care services. Our department and interns are instrumental in providing excellent client services to families, social workers and community organizations looking to learn more information about our services.

**DESCRIPTION OF INTERNSHIP:** Humility- Treehouse staff members are an extremely well rounded group from a variety of life experiences. They are excellent at collaborating across departments to understand how to function best as an organization for the greater good of the foster community.

Equity- Treehouse has been involved in intensive organizational cultural competency work for the past 3 years. We have a highly engaged equity team within Treehouse to help develop policies and continued training for staff and volunteers. Race and culture are considered factors in all major decisions and shifts within our organization.

Responsibility- We are constantly advocating for the rights of our youth, families and changes within the education system to help provide the appropriate resources for youth. As an organization, we are highly involved in political work to change the educational opportunities and outcomes for foster youth. This is often times an ongoing battle when working with large bureaucratic agencies!

Introspection & Purpose- At Treehouse, we all have a common goal and purpose, which is to improve the lives of foster youth, through daily work while continuously working to make systematic changes. We constantly look to recognize our own personal biases and how we can grow and change for the better of our agency and our community.
NEEDED SKILL SETS: * Excellent customer service skills.
* Excellent oral and written communication skills, ability to conduct and help facilitate presentations.

* Ability to effectively communicate with social workers, foster youth and caregivers, in person, through phone and email.

* Ability to adapt to changing job demands, workload and priorities.

* Experience with extended periods of data entry.

* Ability to maintain high degree of confidentiality of caregiver & youth information.

* Demonstrated ability to build working relationships with individuals of various ages, cultures, socioeconomic backgrounds and abilities.

* Ability and aptitude with Microsoft Office Suite and other technology necessary for successful day-to-day functioning in business environment. Experience working with databases and SharePoint are a plus.

* Must clear nationwide criminal background check and driving record background check.

* Regular attendance and punctuality required.
Turning Point

**ADDRESS:** 1315 N 160th St, Shoreline, WA 98133

**MISSION:** Turning Point’s mission is to strengthen the Shoreline community by combating the effects of poverty. To achieve this goal, our organization provides educational support to low-income, at-risk elementary students. Our programs include an after-school tutoring program, food packs for chronically hungry students, and summer day camp.

**COMMUNITY IDENTIFIED NEED:** The community-identified issue is the educational gap for disadvantaged children from low-income areas in the Shoreline School District. Turning Point addresses this issue by providing educational support programs for students in Shoreline Elementary Schools, primarily designed for schools that qualify for Title 1, the U.S. Department of Education program, to bridge the gap for disadvantaged children.

A UW Undergraduate Community Based Intern will assist in addressing this issue for disadvantaged children by working in collaboration with Turning Point’s Executive Director to coordinate and lead all aspects of our after-school tutoring program. The Intern’s responsibilities will include planning educational activities; recruiting and supporting volunteers; managing program logistics; tutoring a small group of students; facilitation of community dinners for the students and parents.

**DESCRIPTION OF INTERNSHIP:**

Humility
We practice humility by welcoming and working alongside families from diverse cultural, ethnic, and economic backgrounds.

Equity
We support the equity of all students in Shoreline, and work to bridge the educational gap faced by disadvantaged children.

Responsibility
We are committed to work for the common good of our local community by responding with compassionate action to identified needs.

Introspection and Purpose
As leaders and volunteers, we engage in developing cultural intelligence, attempting to think beyond what the dominant group tells us about ourselves and others, and to take action that is respectful and compassionate toward others.

The mission of our organization, and the intentional conversations we share as we work together to achieve our goals, are built on humility, equity, responsibility and reflection.

**NEEDED SKILL SETS:** Skills and qualities required:
Culturally aware and respectful of diverse backgrounds.
2017 Undergraduate Community Based Internship Organizations

Capable of working collaboratively with others to achieve program goals. Strong communication skills and ability to speak easily with volunteers, students and parents. Comfortable leading activities and managing small groups. A good sense of humor and ability to laugh. Experience working with children. Willingness to follow program policies and guidelines. Pass a background check.

Skills and qualities desired:
Experience working with immigrant families is helpful, but not required.
Urban Impact

ADDRESS: 4517 S Juneau St, Seattle, WA 98118

MISSION: Urban Impact partners with families and communities to break the cycle of social, material, and spiritual poverty. Our vision is healthy families and healthy neighborhoods, with high performing schools, social and economic stability and an ethnically and culturally diverse community where people are reconciled to God, self and others. Our strategic approach involves initiating relationships with families at felt needs, building community, developing capacity, and raising indigenous leaders.

COMMUNITY IDENTIFIED NEED: For the past two years, we have used the Children Defense Fund’s Freedom School Curriculum for our summer programming to help children combat summer learning loss that tends to happen in low-income communities. This literacy-based program promotes a love for learning, as well as personal and community empowerment and civic engagement. The program has been increasingly popular in our community and we would like the intern to assist in taking our Urban Impact Freedom Schools site to the next level of growth. The intern would help our Development Team raise money in support of the summer program, contacting community partners to invite them to be program participants, connecting with families in the community who would benefit from the program the most, and ironing out logistics for the summer program including assisting with the interview and hiring process for our summer program staff.

DESCRIPTION OF INTERNSHIP: Urban Impact as a faith based organization strongly resonates, supports and values all 4 of these guiding principles. We practice all 4 on a daily and weekly basis including listening to our community, meeting felt-needs rather than perceived ones and taking an asset-based approach to community development rather than one that assumes complete poverty.

NEEDED SKILL SETS: We are looking for someone who is passionate about children and education, thinks strategically about programs, has strong administrative skills with attention to detail, willing to think "outside the box" when it comes to planning activities, and good at taking initiative when a problem arises. The intern would have to be effective and comfortable communicating with team members, community partners, parents and children.
Ventures

ADDRESS: 2100 24th Ave S, Suite 380, Seattle WA

MISSION: Ventures is a Seattle-based 501(c)(3) nonprofit organization whose mission is to empower individuals with limited resources and unlimited potential to improve their lives through small business ownership. We equip low-income entrepreneurs with a comprehensive toolbox of resources to start and grow small businesses. The tools include training, coaching, microloans, free legal assistance, financial literacy education, matched savings accounts, and opportunities to test their products while earning revenue at our retail store and mobile food truck. We currently provide services in King and Snohomish Counties of Washington State, with the bulk of our services delivered out of our office in the Rainier Valley neighborhood of South Seattle.

Last fiscal year, Ventures served 800 individuals with an operating budget of approximately $1.4 million and a team of 12 full-time and 5 part-time staff. A 13-person Board of Directors brings important skills, backgrounds, and expertise to the organization. Many staff and board members are or have previously been small business owners and thus bring unique insight into the challenges faced by entrepreneurs.

COMMUNITY IDENTIFIED NEED: Ventures provides services to equip low-income individuals to overcome barriers to small business ownership so they can move out of poverty. We exclusively serve households with incomes at or below 80% of the area median income according to HUD guidelines; the average Ventures client supports a family of two on $22,267 on intake. Many of our clients are also disabled, immigrants or refugees, non-English language speakers, or veterans. According to 2015 program data, 73% of Ventures clients are women, 56% are people of color, 26% are immigrants or refugees, and 28% speak English as a second language.

Approximately 150 entrepreneurs apply to our programs every quarter but only 50-75 are admitted. This is due to not having enough funding to offer programs to fully accommodate the rising demand. An intern would assist with capacity building and work directly on marketing projects. The intern would help with data collection and analysis to inform our digital marketing strategies, building a story bank, and working on other digital marketing projects as needed. Enhanced marketing efforts will allow Ventures to communicate what we do and our need for additional resources to meet the demand for our services.

DESCRIPTION OF INTERNSHIP: Humility: Like UCBI students, Ventures staff listen to the needs of our clients and follow their lead when designing programs and services.

Equity: We believe that small business development for historically marginalized populations promotes a more equitable society.
Responsibility: Integrity is one of our core values at Ventures, we hold ourselves accountable to our clients, staff, volunteers, donors and broader community. We also advocate for our clients and work for systems change when we see and hear feedback on barriers to their success.

Introspection & Purpose: At Ventures we often talk about confidence and competence. We embrace the challenge to build both confidence and competence among our clients and staff. This value is demonstrated in our focus on setting goals and working collaboratively to acquire the knowledge and self-confidence to achieve these goals.

NEEDED SKILL SETS: The intern must have a:

1. Detail oriented and analytical mind
2. Interest in working for a nonprofit
3. Passion for social justice
4. Sense of humor (we're not joking)
5. Second language proficiency - Spanish (preferred)

Majors in Social Work, Anthropology, CEP, strongly encouraged to apply but all majors are welcome to apply.
Youth Tutoring Program

ADDRESS: 4520 Martin Luther King Jr. Way S, Seattle, WA 98108

MISSION: The Youth Tutoring Program (YTP) operates under Catholic Community Services (CCS), thus we have overarching values of compassion, diversity, excellence, justice, and stewardship. CCS recognizes dignity in all people, an individual’s right to participate in decisions that affect their lives, and as employees, our commitment to the common good and serving as advocates for vulnerable populations. At YTP, we uphold these values through our work with public housing communities, serving youth with one-on-one tutoring and mentorship support while connecting families to schools and advocating alongside them and on their behalf. Specifically, YTP’s mission is “To tutor, guide and inspire youth living in public housing to achieve academic success. We create a challenging, safe and enriching environment where youth are matched with adults who offer academic support and mentoring throughout their school years. We partner with parents and advocate for students in their schools and in their communities. Through this network of support all YTP students will be empowered to succeed academically and will possess the skills they need to realize their potential and achieve their hopes and dreams.”

COMMUNITY IDENTIFIED NEED: The Youth Tutoring Program seeks to address the education inequities youth in Seattle face due to factors they don’t have control over. Specifically, we work with youth of families living in low- and mixed-income housing communities, many of whom are recent immigrants and refugees. Our families exist with a variety of factors stacked against them when arriving to the United States and when working to navigate a new school system. Our youth walk into their classrooms daily, some with a history of trauma, limited English capabilities, or hungry bellies, but all with indicators that make them statistically less academically successful than their peers. We place ourselves in low-income housing communities to provide tutoring and mentoring support for students to help bring them up to grade level, but also to support families in navigating the school system. We also partner with other community organizations to be part of a holistic web of support for these families.

An intern from the University of Washington would allow us to increase our capacity to directly serve more students with 1:1 tutoring. This intern would act not only as a tutor, but a “near peer” mentor to motivate our youth to have college as part of their future plans. In this role, the intern would be working towards education equity by giving undivided attention and academic support to youth at one of our tutoring centers, something few of them receive in a large classroom setting. This additional support allows youth to take in information at a slower pace, allowing time for questions, while building academic confidence.

Beyond increasing our capacity for direct service to more youth in the community, we also hope they will be dedicated to create culturally-relevant and responsive curriculum for the youth we serve. YTP develops in-house curriculum to support our 1st-12th graders, all of whom are on individualized tutoring plans. A UW intern would enable us to focus on specific projects that would improve curricular areas, fill existing identified gaps, and make our curriculum more reflective of the community we serve, ultimately improving levels of engagement and motivation.
Finally, a tertiary, but no less important component that this intern could support us with is honing in on the web of support that is available for these youth. We are already involved with the community, but another set of feet on the ground would help increase our availability to connect with community organizations around more holistic and sustainable means to working towards education equity for our populations.

**DESCRIPTION OF INTERNSHIP:** As mentioned above, the CCS staff is guided by similar principles, through our Core Values and Belief Statement. In annual goal setting staff members are encouraged to develop goals that reflect these beliefs and challenge the individual to work in a constant state of reflection and improvement. In a similar vein, we foster these principles in our volunteer tutors through an orientation that involves cultural competency and monthly tutoring tips that encourage tutors to listen to their students, see the whole child, and come to the table with empathy and understanding. We are committed to creating a space for youth to feel honored, empowered, and confident. Then as staff and adults in this space, we must be committed to humbling ourselves, being knowledgeable of the power and experiences we bring with us, self-aware of how our role is perceived by youth, and reflective on how we can best use our talents to support and advocate for our youth and families.

**NEEDED SKILL SETS:** **MINIMUM QUALIFICATIONS:**
1. At least one year of relevant classroom or after school experience in teaching or tutoring elementary, middle or high school youth.
2. One- two years of higher education in a related field; additional relevant experience may substitute for education.
3. Proven ability to work with youth in a respectful and caring manner, focusing on increasing self-esteem and academic skills.
4. Demonstration of cultural competence and social justice, and a commitment to education equity.
5. Academic competence in reading, writing and math.
6. Strong interpersonal, communication, and organizational skills.
7. Evening availability. Typical hours are worked between 3:00pm and 8:00pm, M – Th, with some additional weekday hours when needed.
8. Criminal history background checks are required prior for employment.

**DESIRED QUALIFICATIONS:**
1. Bilingual in an East African (Somali, Tigrinya, Amharic, Oromo) or a Southeast Asian (Vietnamese) language.
2. Experience working with low-income youth and families from diverse ethnic and cultural backgrounds.
Pike Market Child Care and Preschool

**ADDRESS:** 1533 Western Ave Seattle WA 98101

**MISSION:** Pike Market Child Care and Preschool’s mission is to make high quality, affordable child care, preschool and support accessible to families of all income levels, especially those living in financial poverty. We ensure that every child we serve has the opportunity to reach their full potential, regardless of economic background, and that parents can go to work and/or school knowing that their children are safe, nurtured and developing their young minds and hearts in the most fruitful way. We focus on the well-being of the whole child, prioritizing health, nutrition, early learning and family partnerships.

Our goals are to:

* Ensure that access to high quality, affordable child care and early education is available to families, regardless of income;

* Provide additional family support services and parent education opportunities;

* Enrich the lives of children, families and our community;

* Provide children with the skills necessary to thrive in a diverse society;

* Recognize the family as the primary educator in the growth and development of children; and

* Form respectful partnerships with families.

**COMMUNITY IDENTIFIED NEED:** We are deepening anti-bias education in our program and in work with families and our board. We are all in the process of studying social justice and equity, especially how it relates to race, culture, socio-economic status and gender. An intern could participate in training and help implement anti-bias education practices in the classroom.
DESCRIPTION OF INTERNSHIP: There are a variety of ways an intern can contribute to our organization. Depending on the interests of the intern they could be in the classroom helping teachers while learning about human development and relationships between children, parent and staff. They could also participate and learn about any aspect of our non-profit work including social media, fundraising, finance etc.

• Learn more about children’s development, birth to 5 years.

• Form relationships with children, staff and families

• Create some written/photo documentation of children studying an aspect of development including social/emotional well-being.

• Learn about and participate in the intricacies of running a children’s program that is a non-profit including participation at Board meetings.

• Assist teachers in the classroom

NEEDED SKILLSET:

A criminal background check (and maybe finger printing) will be required. A positive, respectful disposition in working with children, staff and families. Ability to take the lead from children rather than dominating the environment. An awareness of cultural sensitivity and a willingness to reflect on one's work and give and receive feedback.