

Live the Victory, Inc.
415 Mason Court #1
Fort Collins, CO 80524
Federal ID # 20-2894339



EQUAL OPPORTUNITY EMPLOYMENT & AFFIRMATIVE ACTION

The Matthews House is dedicated to the principles of equal employment opportunity in any term, condition, or privilege of employment. We do not discriminate against applicants or employees on the basis of age, race, sex, color, religion, national origin, disability or any other status protected by state or local law.

Fall Internship: Experiential Education (EE) Intern

Unpaid position (course credit, unlimited coffee, and fun office culture available!)

Job Description: Assists The Matthews House staff in engaging youth in meaningful EE activities in order to find their spark, enhance interpersonal skills, nurture relationships and develop high quality physical and mental health.

Clinical/Task Supervision By: Experiential Education Director

QUALIFICATIONS:

- Pursuing a Bachelor's Degree from accredited college or university, preferably in Human Services. Experience and/or formal accreditation programs can be substituted for formal education
- Demonstrates skills critical to group planning and organization
- Ability to engage and interact with participants and volunteers attending EE activities
- Demonstrates skills in program development including curriculum development, connecting to outside resources and logistics and space management
- Must have an understanding of trauma and trauma related symptoms of youth and families who have suffered abuse or neglect and may have mental health and/or substance abuse issues
- Must have proven organization, time management and team partnership skills
- Ability to respond safely to emergency situations
- Must be able to transport and have a clean driving record
- Skilled in online documentation and use of database systems
- Knowledge of community resources is helpful

RESPONSIBILITIES:

The minimum performance expectations include, but are not limited to, the following functions/tasks:

- Work with a variety of youth, age 8-21
- Assist in the development of EE curriculum
- Plan and facilitate transportation for youth
- Work closely with the EE Team

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- Engage with youth through creative, active and pro-social activities
- Facilitate activities and lead group discussions
- Build on-going, supportive relationships with youth

SPECIAL REQUIREMENTS

Candidate must possess the leadership qualities and personal characteristics necessary for working effectively with at-risk youth and young adults involved in the juvenile justice system and families at risk of child welfare involvement. Must be able to provide own transportation to agency-related functions, community agencies, and Human Service offices throughout the county. Frequent operation of office equipment is required. Candidate must possess good moral character.