



**JUST US 4 YOUTH**  
MENTOR | HEAL | DEVELOP

## **JOB DESCRIPTION – Connect Program Intern.**

**Program Overview:** Connect is a socio-emotional and mentoring program that exists to transform the lives of urban youth. Overall, we provide youth with a positive, safe space on and off campus to come, connect, lead, and grow. This is accomplished through weekly events, small group clusters, 8-week individualized one-on-one mentoring, and meaningful activities on school sites.

**Position Summary:** Just Us 4 Youth is seeking a Connect Program Intern to join our organization and support our mission to mentor at-promise youth to be better students, better people, and better leaders. The Connect Program Intern will work closely with the Connect Supervisor to provide school and lunchtime support to at-promise youth. The work provided is meant for educational purposes, not to replace an existing employee's work, nor will the hours be assigned in conflict with the intern's academic duties. Please note that completion of this internship does not provide entitlement to employment.

**Duration and Location:** The internship program shall last 13-weeks or as long as it imparts beneficial educational experience and training to the intern. The projected timeline is set to begin August 26th and end November 27th, 2024. The Connect Program Intern will be expected to work 100% on-site based in Pomona, CA.

**Compensation:** This is a non-paid internship that will offer academic credit and field experience upon completion of the hours required by the University.

**Hours:** Interns will be expected to work a minimum of 10 hours per week and cannot exceed more than 20 hours per week.

### **Essential Duties & Responsibilities:**

- Provide support to Just Us 4 Youth's mission and Connect's goal to offer mentoring services to at-promise youth.
- Engage in day-to-day operations by cultivating a positive and professional relationship with at-promise youth.
- Participate in campus engagement efforts by planning and executing activities and events.
- Create and manage SMART (Self-Management and Recovery Training) goals with students.

- Create your own creative cluster that you will commit and lead your students and incorporate lessons to nurture youth into better leaders.
- Plan outings/events and facilitate a group cluster lasting 8-weeks with up to 4 students.
- Assist in filling out case notes, daily site reports, and attendance sheets effectively and efficiently.

### **Learning Outcomes & Benefits:**

- Gain professional entry, exposure, and experience in both the non-profit sector industry and intern's educational path.
- Increase knowledge and understanding of restorative justice practices and trauma-informed care.
- Learn how to interact and engage with at-risk students.
- Learn how to de-escalate situations and strengthen your communication skills, team building, data collection, and case note knowledge.
- Expand an urban network of community partners, government agencies, and local businesses through collaboration.
- Be a part of a mission-driven organization that offers a unique internship experience through intentional career mentorship.

### **Minimum Skills & Qualifications:**

- Currently enrolled in an accredited 2-year or 4-year college or university as a Sociology/Psychology major or related field of study.
- Bilingual in English/Spanish is preferred.
- Excellent organizational skills.
- Excellent interpersonal skills.
- Excellent computer skills (i.e, Google Suite).
- Excellent oral, written, and verbal communication skills.

### **How to Apply:**

To apply, please email Jonathan Villaseñor via [jvilla@ju4y.org](mailto:jvilla@ju4y.org) a PDF of a cover letter and resume with the subject line "Connect Internship Application". You may also fill out our Internship Form at <https://forms.gle/2dhJmi9RZiqqWwf9>.

Thank you!