

YWCA Richmond Internship Position Description

Job Title: Advocacy and Outreach Intern
Department/Program: Advancement and Advocacy
Reports To: Director of Equity and External Affairs
Prepared By: Director of Equity and External Affairs
Prepared Date: July 23, 2021
Approved By: Chief Program Officer

GENERAL PURPOSE OF INTERNSHIP

To provide theoretically-based advocacy and outreach services to the community. Interns at the YWCA Richmond are involved in individual contact, crisis intervention, community education, and advocacy through problem-solving and empowerment models. This internship offers diverse learning opportunities including legislative advocacy, participation in community outreach and education, grassroots organizing, and the implementation of racial and social justice initiatives.

A component of the internship is either providing hospital accompaniment or engaging in outreach projects related to early education with The Sprout School. The purpose of hospital accompaniment is to provide supportive accompaniment services at local hospital emergency departments for people who have experienced intimate partner and/or sexual violence. With hospital accompaniment, the intern would offer supportive counseling, crisis intervention, advocacy, and resource and referral information. The purpose of The Sprout School outreach initiative is to educate the community on the value of child care, and the intern would develop outreach content and activities in collaboration with The Sprout School teachers.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

Duties may be modified based on individual student learning needs.

REQUIREMENTS BSW senior or MSW first year, or pursuing a Bachelor's Degree in a field related to YWCA's work.

SPECIFIC TASKS

- Complete all required daily, weekly, and monthly documentation
- Complete a learning plan and working contract with supervisor
- Write and submit weekly process recording and conference agenda to supervisor
- Assist with the planning and implementation of YWCA Richmond's racial and social justice initiatives
- Assist with the planning and implementation of YWCA Richmond's government advocacy work
- Assist with the planning, implementation, and evaluation of YWCA sponsored trainings and workshops
- Attends YWCA and other community trainings that would increase knowledge and skills in providing effective services
- Serve as a hospital accompaniment advocate for survivors of intimate partner and sexual violence.
- Facilitate community outreach and training activities on behalf of the YWCA to community partners and other agencies to raise awareness about domestic and sexual violence and available resources, child care/early education, and racial and gender equity
- Read (3-5) academic articles or local and state reports regarding domestic and sexual violence, child care, racial and gender equity, and/or key policy items connected to YWCA's work