



<b>Position</b>	Education Program Intern
<b>General Description</b>	The education program intern works closely with the education program manager to provide opportunities for the community to engage in learning about domestic violence, sexual violence, and CADA’s resources. The intern also participates in researching, preparing, facilitating, and evaluating multiple prevention initiatives throughout our service area.
<b>Location</b>	CADA Mankato location
<b>Reports to</b>	Education Program Manager
<b>Key Responsibilities</b>	<ul style="list-style-type: none"> <li>• Assist with all tasks related to facilitation of internal and external educational programming, including, but not limited to: community presentations, staff training, prevention efforts, and curriculum research, development, and evaluation</li> <li>• Maintain confidentiality of all CADA clients and staff, as well as all agency- and client-related information and business</li> <li>• Promote and uphold CADA’s values of respect, empowerment, safety, diversity and collaboration among clients, staff, and other CADA representatives</li> <li>• Maintain accurate time records and adhere to all agency policies and procedures</li> <li>• Communicate with volunteer coordinator and site supervisor in a timely and professional manner</li> <li>• Complete other duties as requested</li> </ul>
<b>Learning Objectives</b>	<p>Upon successful completion of internship, the student will be able to:</p> <ul style="list-style-type: none"> <li>• Identify best practices and the most current research regarding sexual/domestic violence community education</li> <li>• Research and develop a series of lesson plans for a specific population regarding a specific component of domestic or sexual violence</li> <li>• Apply feminist, liberatory, and experiential/reflective pedagogical models to domestic/sexual violence education within the community</li> </ul> <p>Upon successful completion of internship, the student should have a broader knowledge and understanding of:</p> <ul style="list-style-type: none"> <li>• The intricacies of domestic and sexual as well as available community and organizational resources for victims</li> <li>• How to gauge and respond to needs within the community regarding domestic violence and sexual violence education</li> <li>• Sexual violence and domestic violence curricula and best practices for curriculum development, facilitation, and evaluation</li> <li>• Researching, developing, and evaluating prevention initiatives</li> <li>• The daily and ongoing operations of a nonprofit organization</li> </ul>

<p><b>Skills and qualifications</b></p>	<ul style="list-style-type: none"> <li>• Interest in applying feminist, liberatory, and experiential/reflective pedagogical models to domestic/sexual violence education</li> <li>• Strong research skills and familiarity with locating and accessing peer-reviewed materials</li> <li>• Desire to work with a wide age-range of learners including adolescent and adult learners</li> <li>• Demonstrate superior professional boundaries</li> <li>• Comfortable working with diverse, disadvantaged, and marginalized populations, and be empathetic and responsive to people in crisis</li> <li>• Possess excellent interpersonal and communication skills, and is comfortable facilitating small or large groups of learners</li> <li>• Motivated to lead projects with little direction, and work well independently</li> <li>• Maintain good communication with the Education Program Manager and provides frequent updates and views failure as an integral component of success and is willing to discuss both setbacks and struggles as part of their professional development</li> <li>• Multilingual skills are a plus</li> </ul>
<p><b>Selection Criteria</b></p>	<ul style="list-style-type: none"> <li>• Minimum of 120 hour commitment</li> <li>• Seeking students pursuing degrees in:             <ul style="list-style-type: none"> <li>○ Community health</li> <li>○ Experiential education</li> <li>○ Educational leadership</li> <li>○ Counseling services</li> <li>○ Students from other departments or programs are welcome to apply. Course work in pedagogy, curriculum development, or group facilitation is a plus.</li> </ul> </li> </ul>
<p><b>Training and supervision</b></p>	<p>All direct service interns are required to complete state mandated 40-hour sexual assault advocacy certification training. Students will also complete an internship orientation, as well as on-the-job training specific to their site placement. Students will have regular meetings with site supervisor in order to discuss current projects, provide updates, gain support, and conduct trouble-shooting for any difficulties that may arise.</p>
<p><b>Time Commitment &amp; Schedule</b></p>	<p>Individual schedules are created based on the student's availability and CADA's needs and schedule.</p>

**To apply:** Submit internship application, resume, and cover letter to CADA's Administrative Assistant and Volunteer Coordinator: [beritb@cadamn.org](mailto:beritb@cadamn.org)