

Position Title	<i>Social Work Intern</i>	FLSA Status	<i>Non-exempt</i>
Reports To	<i>Director of Operations and Programming</i>	Job Type	<i>Staff</i>
Division/Department	<i>Youth and Family Programs</i>	Date Created	<i>June 2024</i>

Position Summary

Youth Outlook, Illinois' first and longest-running nonprofit social services agency solely dedicated to supporting LGBTQ+ youth, hosts BSW and first-year MSW students as **Social Work Interns** for a generalist field placement.

Learning opportunities include: practicing developing and facilitating programming with LGBTQ+ youth and families in Drop-In Center settings, collaborating with staff and volunteers, outreach, advocacy, and networking opportunities, building your social work toolkit, including crisis intervention skills, interacting with diverse youth, and opportunities to present in classrooms and community education settings.

Ideal intern candidates will have a strong commitment to social justice and a desire to work with the LGBTQ+ youth population. Internships are typically 12-15 hours per week and span two academic semesters.

This internship is primarily in-person, with some virtual programming available. Interns will travel to agreed-upon Drop-In Center sites across northern and/or central Illinois.

Duties and Responsibilities

In addition to adhering to Youth Outlook's policies and procedures, principal responsibilities include, but are not limited to:

- Drop-In Centers: Attend weekly Drop-In Centers meetings at designated locations. Interns will collaborate with the Program Leader to develop programming and facilitate the weekly groups.
- Program Planning: Work cooperatively with the Executive Director, Program Manager, Site Leaders, and Youth Leaders to plan and implement programming tailored to each Center's specific needs.
- Relationship Building: Generate communication and relationships with Program Leaders, Youth Leaders, volunteers, and youth participants at each Center.
- Crisis Management: Assist with crisis management when needed, following agency protocols.
- Documentation: Assist with program documentation, including intakes, program evaluations, crisis forms, emergency contact forms, and program write-ups.
- Outreach: Assist in outreach and community education efforts to raise awareness about the agency's services and the needs of LGBTQ+ youth.
- Supervision and Training: Participate in weekly supervision and training sessions to enhance professional skills and knowledge.
- Collaboration: Collaborate with other staff members and community partners to coordinate services and resources for clients.

Qualifications

Personnel will be committed to Youth Outlook's mission to celebrate, empower, advocate for, and provide services to meet the ever-evolving needs of LGBTQ+ youth and their families, friends, and communities.

- Bachelor's or Master's level social work intern.
- Knowledge of LGBTQ+ communities.
- Excellent communication and organizational skills, self-motivated.
- Proficiency in Microsoft Office, particularly Word, Excel, PowerPoint, and Google Suites.

- Valid Driver's License, insurance, and availability of a personal vehicle.
- Satisfactory background check.
- Spanish speaking preferred.
- LGBTQ+ folx encouraged to apply.

ADA Specifications

Physical demands that must be met in order to successfully complete the essential functions of the job:

- Requires ability to speak audibly and listen actively.
- Requires ability to use computers, telephones, and other office equipment.
- Requires ability to sit for extended periods of time.
- May require occasional bending and lifting up to 25 pounds.
- Requires periodic travel across Youth Outlook's service area.

Direct reports

None

Organizational Values

Our values guide everything we do. We are a diverse team that strives to create the best outcomes for LGBTQ+ youth. At Youth Outlook, we value:

- *Youth as experts of their experience*
Youth lead and inform our work at all levels.
- *Non-judgemental, anti-racist attitudes*
We embrace and value individual differences inside and outside our organization.
- *Learning, making mistakes, and growing*
Living an empowered life is an achievable goal.
- *Harm reduction and honoring confidentiality*
Our spaces are trauma-informed and anti-oppressive.

Youth Outlook is an equal opportunity employer. Decisions and criteria governing the employment relationship with all employees are made in a nondiscriminatory manner, without regard to race, color, creed, religion, national origin, sex, marital status, pregnancy, disability, sexual orientation, gender identity or expression, veteran status, age, FMLA status, or any other factor determined to be unlawful by federal, state, or local statutes.

Approved by:	<i>Board of Directors</i>
Date approved:	<i>4/11/2024</i>
Date revised:	<i>08/1/2024</i>

How to Apply:

Applications will be reviewed on a rolling basis. Please submit your resume and letter of interest to Carolyn Wahlskog, Director of Operations and Programming to carolyn.wahlskog@youth-outlook.org.

Compensation: unpaid, volunteer