



Job title	<i>Youth Programming Intern</i>
Reports to	<i>LGBTQ+ Youth Program Officer</i>
Start Date	<i>January / February 2021</i>

Job purpose

The New Haven Pride Center seeks an energetic, responsible intern to assist the Youth Program Officer with the creation of youth programming and facilitation of youth-focused and youth-empowering spaces. The Youth Programming Intern will also be responsible to support the marketing aspects of youth programming.

Duties and responsibilities

- Assist with the creation of content for Center's Youth Instagram account
- Assist Youth Program Officer with creation of youth programming
- Assist with the facilitation of youth programming as needed
- Assist with youth engagement and recruitment work
- Assist with larger youth program planning including major programs like the Black & Brown Summer Camp and Pride Prom
- Additional duties and responsibilities as needed

Qualifications

Persons in this position should:

- be able to work on and meet deadlines
- have strong organizational skills
- have strong verbal and written communication skills
- be proficient in computer programs including Microsoft Office, Microsoft Excel, and Google Docs
- have the goal of wanting to learn skills in youth engagement and youth-focused programming

Compensation

This is an unpaid internship. If you are looking for school credit for said internship the New Haven Pride Center can provide approval for the internship hours and the skills obtained to said school, whether high school or college.