



## **Family Advocacy Summer Intern**

### **Duties and Responsibilities:**

#### **Projects: Boys Council/Girls Circle and psycho-education**

- Research and gather effective group lessons that worked well from family advocates and compile/distribute among team.
- Create a pamphlet describing Girls/Boys Council and psycho-education groups and why we utilize these interventions to distribute to potential referrals, new students, and community.

#### **Family Advocacy Training and Development**

- Research relevant best practice articles and distribute to team in thoughtful and planned way (i.e. group dynamics, motivational interviewing, innovative trauma-informed interventions).
- Help plan, organize, and support summer family advocate trainings (publish agendas, make related copies, set up tech equipment, set up food, publish and collect feedback forms).
- Work with family advocate supervisors to contact program families to solicit feedback on family advocacy.

#### **Celebration of Successes**

- Work with family advocates across programs to:
  - Map out student birthdays on calendars and plan for celebrating.
  - Create plan for recognizing students for growth in attendance, behavior, and social/emotional growth (i.e. certificates, wall of fame, etc.).

### **Project: Youth/Parent Contracting & Intake**

- Under direction of family advocacy Stamford Public Schools team, create a youth contract for students outlining family advocacy, scope of work, and expectations for youth participants.
- Create a Sanctuary monthly theme calendar and corresponding quotes for the year that either highlights or includes specific activities staff should be doing to carry theme of the month in their day-to-day work.
- Under the direction of the family advocacy Stamford Public Schools team, restructure referral forms that are site specific. This would require reviewing documented reasons for Stamford Public Schools youth referrals.
- Create an activity sheet that provides instructions for how to create safety plans with program youth.

### **Project: Stamford Public Schools Advisory Board**

- Assist in developing a protocol for a new parent advisory board by:
  - Research a variation of advisory boards to help determine which type of board should be considered. This include best practices for how to go about identifying board members, recruitment, recommended frequency of meetings, structure of each meetings, and outline of what time commitment would be for all individuals involved.
  - Create and draft documents that would outline the responsibilities and roles of each person during each meeting.

### **Group Projects**

- Take an active role in the planning of and participation in the two summer intern activities.
- Help devise a social media strategy for outreach to 18 to 25 year olds which will include using your social media channels to actively promote Domus.

**Qualifications:**

- Committed to the Domus core principles and Sanctuary Model® commitments
- Strong organizational skills
- Self-motivated
- Independent
- Strong work ethic and willingness to learn
- Concern for the populations we serve