



Youth Bureau Intern

Role and Responsibilities:

- The intern will be responsible for filing, shredding, updating brochures, flyers, teen help cards etc.
- Be part of the SIDNE team, educating you about the consequences of texting and driving, drinking and driving.
- Attend Adventure camp twice a week with Youth Bureau staff at Camp Herrlich with Putnam County youth ages 9-15 years old and work with youth fishing, hiking, boating, archery, climbing wall, arts and crafts etc.
- Attend various meetings with Janeen Cunningham and Dawn Mullins, such as staff, program director, CCSI, PINS, CTC etc.
- Help support Youth Court, Pegasus and the Mentoring program.

Qualifications and Education Requirements:

College-age intern with driving experience.

Specific Majors, coursework or backgrounds that would be helpful to this work:

Social work, Counseling, Education, or Recreation Management would be helpful.

Preferred Skills:

1. Prefer a college age intern with a driver's license.
2. Flexible hours, some evening work required. Prefer a college age intern with a driver's license. Computer skills a must.
3. Ability to work with elementary, middle and high school age students, good people skills and communication skills.

Department: Youth Bureau

Location: Donald B. Smith Campus, 110 Old Route 6, Bldg 3, Carmel, NY

Salary:	High School Student	\$8/hr.
	College Student	\$9/hr.
	Graduate Student	\$10/hr.

Schedule: 28 hours/week for 8 weeks

Supervisor: Janeen Cunningham

