



## Temporary Assistance/Supplemental Nutrition Intern

### Role and Responsibilities:

- To sit in on Temporary Assistance (TA) and SNAP Interviews and screenings, and if able home visits with our caseworker on family assistances cases.
- TA/SNAP case processing.
- Learning the process of how to work a TA/SNAP case from beginning to the end.
- Case record filing, scanning, copying and shredding.
- Making and compiling TA and SNAP application packets.

### Qualifications and Education Requirements:

Must be enrolled in High School or College at the time of application.

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

- Human Services
- Social Work
- Or any related field

**Department:** Temporary Assistance Unit – Social Services Dept

**Location:** Donald B. Smith Campus Bldg 2  
110 Old Route 6  
Carmel, NY 10512

**Salary:**

High School Student	\$9/hr.
College Student	\$10/hr.
Graduate Student	\$11/hr.

**Schedule:** 28 hours/week for 8 weeks

**Supervisor:** Liz Mark/ Elizabeth Barcavage

