



Arts and Technology Internship

Time Commitment: 15-20 hours, weekdays, evenings, and Saturdays

POSITION DESCRIPTION

Breakthrough's Arts and Technology Academy is a part of the Breakthrough Youth Network and operates year-round activities for youth ages 6-18. Activities include Ceramics, Culinary Arts, Digital Arts and Robotics/Coding and more. The Arts and Technology Intern will be supervised by the Arts and Technology Associate Director and will work alongside Breakthrough staff to develop the skills and networks of the youth in East Garfield Park through excellent STEAM programming.

RESPONSIBILITIES

- Help with administrative tasks (organizing and maintaining arts and technology classroom, databases, etc.)
- Assist in the communication with parents
- Assist with recruiting athletes (phone calls, community outreach and other media)
- Help maintain Arts and Technology social media accounts
- Attend team/staff meetings and other special events
- Teach various classes and assist with transportation and events, as needed
- Build relationships with a wide range of students

EXPECTATIONS

- Strong written and verbal communication skills
- Familiar with Microsoft Office
- Good time-management skills and creative problem solving skills
- Independent, self-starter
- Flexible and organized
- Team-oriented
- Strong understanding of and commitment to Breakthrough's values and vision
- Desire and willingness to develop relationships with athletes and families in the East Garfield Park community

APPLY

Please see website for instructions on how to apply at breakthrough.org/internships.