



Position Description

ProjectRISE Intern

The Sharing Center was established in 1986 to serve our community in need with life's basic essentials and with the mission to provide essential resources to those in need while ensuring dignity, reflecting Christian generosity, and sharing God's love. The Sharing Center serves our community's most vulnerable individuals and families experiencing food insecurity and poverty and our homeless

The Sharing Center is currently seeking a Case Manager and Education Intern to join the team. This role will report to the ProjectRISE Manager.

Through our internship program, we are looking for talented young professionals passionate about helping families and willing to further the cause and contribute to preventing hunger and homelessness. This will be a fantastic opportunity to work in your community. This role will work closely with ProjectRISE Manager and collaborate with the entire organization. The ProjectRISE Intern will work with the ProjectRISE manager in executing the deliverance of the ProjectRISE curriculum on Emotional Intelligence and Job Acquisition Skills, as well as assist in Case Management, and Life Coaching..

RESPONSIBILITIES

- Assist with recruitment and vetting of ProjectRISE participants
- Assist with completing intake packet
- Assist with 1:1 interviewing of participants to identify barriers
- Assist with creating files in HMIS
- Assist with meeting with clients 1:1 and developing a success plans which may include budgeting, and goal setting for the participant
- Assist with teaching either Emotional Intelligence or JAWS (Job Acquisition Workplace Skills)
- Assist with Mock Interviews

TIME/LOCATION REQUIREMENTS

- We are asking for a minimum of 15 hours per week, and are flexible on what days and times. This role can be conducted in a hybrid format mixing in-person and virtual work assignments.

QUALIFICATIONS/REQUIREMENTS

- Must be a Master's level Social Worker or Therapist/Counselor
- Exceptional communication skills both written and oral
- Ability to collect and synthesize information from clients while demonstrating empathy, active listening skills and diversity and inclusiveness
- Must be creative & resourceful
- Must be able to multi-task
- Experience with WordPress is also a plus