



POSITION ANNOUNCEMENT: Community School Intern

Every school . . . safe, supportive, engaging, and inspiring.

About Center for Supportive Schools (CSS)

The Center for Supportive Schools (CSS, formerly Princeton Center for Leadership Training) advances the efforts of schools across the country to develop all students into leaders who help make their schools *safer, more supportive, engaging, and inspiring*. CSS is driven by the vision that one day, all students will thrive in schools that graduate them prepared for the rigors of college and lives filled with meaningful work, active citizenship, and personal fulfillment. Our work directly addresses *disengagement from school*, a root cause of students dropping out of school and other high-risk behaviors for students in urban, suburban, rural, economically disadvantaged, or more affluent communities.

Since 1979, CSS has partnered with 500 schools and our impact can be seen in the experiences of 425,000 students. CSS partners with schools to help overcome disengagement by *engaging all members of the school community in the relationships and meaningful dialogue necessary to effect substantial and sustainable change in all students' school experiences*. We accomplish this through a thoughtful and collaborative planning, teambuilding, and training process with school leadership and other stakeholders; an intensive train-the-trainer strategy; user-friendly, rigorous, and relevant curricula; on-site technical assistance; fidelity monitoring; and program evaluation. CSS offers a wide variety of solutions, such as:

- **Peer Group Connection (PGC):** an evidence-based, school-based program that supports and eases students' successful transitions into middle and high school by tapping into the power of older students to create a nurturing environment for incoming students.
- **Teen Prevention Education Program (Teen PEP):** an evidence-based, school-based program that utilizes peer-to-peer education to increase responsible decision-making among students around issues of sexual health.
- **Student & Family Advisory (SFA):** a research-based school-wide practice that provides all students in middle and high school with the support they need to feel attached to school, to succeed in school, and to graduate ready for the rigors of college and high quality careers.
- **Achievement Mentoring (AM):** a school-based prevention and intervention program, developed by Dr. Brenna Bry, that pairs adult school staff with students in one-to-one mentoring relationships proven to reduce problem behaviors, improve academics, and reduce school dropout among at-risk students.
- **Campaign Connect/Community Schools:** a comprehensive, data-driven and relationship-based approach to engaging the school community in coordinated initiatives designed to improve student outcomes.
- **Customized solutions:** CSS also creates customized solutions in response to specific needs of schools. We have designed custom solutions for over 150 public and private schools throughout the United States.

CSS is a fast-paced, collegial, and team-oriented environment where each staff member plays a critical role in changing life trajectories for students and transforming school cultures. For more information about CSS, visit: www.supportiveschools.org.

Position Description

Title: Community School Intern

General Position Description: The Community School Intern will assist the Community School Director with implementing new initiatives at a campus of 3 community schools in Brooklyn Heights. Specifically, the intern will work with implementing the afterschool enrichment program as well as college prep with high school students.

Detailed Position Responsibilities:

- **College Prep for high school students**
 - Work one-on-one with students who are applying to college to research various university options and develop a plan for applying
 - Work with students on editing college essays for applications and various other aspects of the application process
 - Work with students on researching financial aid possibilities for college
- **Afterschool enrichment program**
 - Support the Director in developing campus-wide initiatives and community building events
 - Data entry for student attendance

Candidate Qualifications

Education: Should be currently enrolled in college.

Professional Experiences and Personal Qualities/Skills:

- Community-based mindset
- Detail oriented
- Takes initiative
- Interested in or experience with youth development
- Experience with the college application process

Supervisor: Shelly Horn, Community School Director

Location: The Community School Intern will be based at the Water's Edge Campus of Science Skills High School, Brooklyn International High School, and Urban Assembly of Music and Art, located in Brooklyn, NY.

Schedule and Salary: This is an unpaid internship.

To Apply

Interested applicants are requested to *apply immediately* by emailing a cover letter and CV/résumé to resumes@supportiveschools.org. Please include (1) the title of the position in the subject line of your email and (2) where you found the position posting in your cover letter. If possible, please email all documents in PDF format. People of color are strongly encouraged to apply.

Center for Supportive Schools is an equal opportunity employer committed to inclusive hiring and dedicated to diversity in its work and staff. CSS's Equal Employment Opportunity and Affirmative Action related policies are available upon request.