



401 N. Gibbs Street,  
Pomona, CA. 91767  
909.921.3618

[www.pomonahope.org](http://www.pomonahope.org)

## SUMMER TEACHING INTERN (2022)

### **Brief Organization Overview:**

Pomona Hope is a non-profit, faith-based, community organization dedicated to working in partnership with people of all backgrounds to strengthen Pomona's children, families, and neighborhoods.

Summer Teaching Interns who participate in the Summer Internship Program (SIP) will work on a team of interns and volunteers to plan and facilitate Summer Enrichment with Pomona Hope (SEPH), a five week daily academic enrichment program for students entering 1st-12th grades. Our purpose in creating this internship program is two fold: to provide college students with an opportunity for professional development and discernment while growing in Christian faith and being a part of the life of Pomona.

### **Responsibilities:**

- Prepare and lead all curriculum for extracurricular and reading enrichment workshops as assigned
- Collaborate with intern and staff team in accomplishing the successful facilitation of SEPH
- Participate in weekly team meetings facilitated by SEPH Coordinating Intern
- Administrative preparation and ongoing responsibilities for SEPH 2022 student body (i.e. record keeping, tracking student progress, creating customized lessons for students as needed)
- Be present as a role model to all Pomona Hope students and a mentor to Young Adult Scholars team
- Take initiative to build community with fellow interns, Pomona Hope staff, volunteers and community partners
- Maintain relationships with spiritual and teaching mentors (provided by Pomona Hope)
- Weekly volunteering at First Presbyterian Church Youth Ministry events
- Help with Youth Ministry special events (ex: Annual Beach Day)
- Other duties as assigned
- All hours are to be completed on site

### **Qualifications:**

Summer Teaching Interns must have a desire to work with kids and young adults and to live in the city of Pomona. They need *not* have experience teaching or in a classroom but need to be adaptable, teachable, creative, and communicative. SIP interns are expected to work in a highly team-oriented setting and show the ability to self-reflect and problem solve. Applicants should be seeking to gain professional development and discernment through the varied aspects of SIP. Candidates should have a desire to live in Christian community and to grow closer to Jesus through Bible study, seminars, community living, being present in the Center St. neighborhood and spiritual mentorship.

### **Number of Openings: 4**

### **Time Commitment:**

- 40 hours per week x 10 weeks (June - August; dates not set at this time)
  - Creating curriculum, registering students and general preparation for SEPH (40hrs/week before SEPH begins)
  - Teaching workshops (10-16hrs/week during SEPH)
  - Daily prep for SEPH (16hrs/week during SEPH)
  - Administrative tasks as assigned (8-10hrs/week)
  - Time spent with spiritual and teaching mentors (1-2hrs/week)
- Some additional hours in seminars, community garden events, etc. to be expected periodically



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**Compensation:** On-site housing and a \$2,000 stipend provided (in two payments).

However, due to limited funds, interns are highly encouraged to seek funding through their college or university internship funding programs. **\*Please note:** Applicants **may not** participate in both their college or university internship funding program and our stipend program during the Summer of 2022

To Apply: Please submit a cover letter, resume, and official application (can be downloaded from our website at <https://www.pomonahope.org/join-us/summer-internship/>) to [nora@pomonahope.org](mailto:nora@pomonahope.org)

**Contact:** Nora Codina | Outreach Director | 909.921.3618 ext. 4 | [nora@pomonahope.org](mailto:nora@pomonahope.org)