



### **Job Description: Multicultural Arts Camp (MAC) Intern**

Free Arts for Abused Children of Arizona's internship program provides emerging leaders with the opportunity to help create a world of hope and healing for Arizona youth. Involved in both the arts community and the health and human service sector, interns will expand their knowledge and develop experience by collaborating with our program department and over 29 partner facilities. Through various department duties, committee teamwork, and special projects, interns will have fun and accomplish their learning objectives in a creative and energetic environment.

**Experience/Skills:** Candidates must be 19 years of age or older. Organizational skills; the ability to perform multiple tasks and work with diverse groups of people is important. Computer proficiency in Microsoft Word and Microsoft Excel is needed. Experience working with youth is a must.

**Reports To:** Program Manager

**Time Frame:** Internships are available summer semester.

**Hours:** 10 - 25 office hours per week; occasional evenings and weekends required.

**Stipend:** No stipends are currently available; internship may be applicable towards course credit.

### **Responsibilities May Include:**

1. Assisting the Camp Director with all MAC Camp preparations including:
  - Preparation of art supplies
  - Registration of campers
  - Creation of printed materials
  - Phone and email communication with facilities and volunteers
  - Organization of MAC Volunteer Training
  - Logistical management of 2 weeks of MAC Camp
2. Completing all volunteer screening and training requirements in order to assist in the facilitation of Free Arts programs.

### **About Free Arts**

Free Arts for Abused Children of Arizona is a nonprofit organization that heals homeless and abused children through artistic expression. Volunteer Mentors utilize visual, performing and culinary arts to help spark the creative spirit of children living in group homes, residential treatment centers and shelters across Maricopa County. Since 1993, Free Arts has touched the lives of more than 60,000 young people, helping them build self-esteem, improve social skills, renew trust and learn to express emotions in a positive way through the healing effects of the creative arts.

### **About MAC Camp:**

MAC Camp is a 2 week summer program that allows youth ages 10 - 17 from Free Arts partner facilities to explore multicultural art forms alongside professional teaching artists, experienced staff and caring volunteers.

### **Application procedure:**

Submit a *one page* letter of interest, a current resume and one professional/academic reference letter.

**Applications are accepted on a rolling basis and materials can be emailed to:** Janice Dell, Volunteer Coordinator at [jdell@freeartsaz.org](mailto:jdell@freeartsaz.org). All Development and Operations interns must pass a background check and Program interns must submit an application for an Arizona Department of Public Safety Fingerprint Clearance Card. The cost for a background check is \$12.32 and the Fingerprint Clearance Card is \$65.00. (*Cost subject to change.*)

**Healing homeless and abused children through artistic expression.**

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