

Young Audiences Arts for Learning

SUMMER ARTS & LEARNING ACADEMY

Intern: Summer Arts & Learning Academy Community Engagement Intern
Reports to: Site Director, Summer Arts & Learning Academy

About the Summer Arts & Learning Academy

Baltimore City Schools Summer Arts & Learning Academy, operated by Young Audiences Arts for Learning Maryland (YA), will be an action-packed, full-day, five-week program that introduces students to a wide variety of art forms—from illustration and spoken word to percussion, drama, and dance—and gives students a chance to work alongside students from across the city and be taught by professional artists. Daily literacy and math classes will be co-taught by a teacher and professional teaching artist allowing students to experience reading, writing, and math like never before—through the arts! Students will have the opportunity to imagine, create, and express who they are through the arts and try on art forms they never imagined. Students will travel to different arts destinations across the city, and their work will be celebrated through a student showcase on the final day of the program. YA will host eight Academy sites throughout the City.

Internship Summary

YA is seeking enthusiastic applicants to work closely with the on-site director as they support the operations of a Summer Arts & Learning Academy site. The Community Engagement Intern is crucial to helping YA achieve its goals around family/community engagement and student attendance. The intern will gain knowledge in daily procedures within a summer learning setting and support student achievement, daily attendance, climate and culture, and class scheduling. Interns will have the opportunity to lead various aspects of engaging and partnering with families, including planning family workshop nights and the culminating event. The intern will collaborate with all site-based staff, including teachers, teaching artists, teaching artist assistants, and all contract staff. This intern will gain experience working with different stakeholders, including district-level administration over the Office of Extended Learning, Office of Fine Arts, food and nutrition, transportation, student support and safety, and communications.

Requirements

- Passion for the arts and education is a must!
- Experience and passion for working with students.
- Experience working directly with people from diverse racial, ethnic, and socioeconomic backgrounds, and interest in working with families and the larger school community.
- Interns will need to provide their own transportation to and from the school site.
- All interns will complete an on-boarding questionnaire with their supervisor to identify the specific goals the intern has and what specifically they would like to learn/experience during the internship.

Work Hours and Compensation

- Orientation Cookout: There are two possible dates for this based on the specific site you are placed: April 23 or April 24 from 7:00 pm-8:00 pm.

- Training and Professional Development (PD) Week: Depending on your site placement you will need to attend PD on either June 24 9:00 am-5:00 pm or June 25 9:00 am-5:00 am AND on June 27 or June 28.
- Academy Program Dates: The program will begin on July 8 and end on August 9. Note: Extended dates for the Gardenville Elementary site are Monday-Wednesday, July 1-3; and then July 8 through August 13; the program starts one week before the other sites (3 days) and runs two days longer (August 12-13).
- College credit, if desired, can be arranged (and must be worked out in advance with applicant's college or university).
- Students successfully completing the internship are eligible to receive a stipend in the amount of \$500.

Essential Functions

- Assist site director with daily operations and implementation of the summer learning instructional program to ensure that all students have access to unique, relevant, challenging, and fun learning experiences.
- Partner with site directors to develop and create weekly newsletters/flyers for parents and families sharing highlights from the week and previewing upcoming weeks.
- Assist all site-based staff, including teachers, teaching artists, teaching artist assistants, and contract staff (Playworks and enrichment providers).
- Manage all aspects of the family engagement nights, including marketing to students and families, working with artist presenters to ensure their space and supply needs are met.
- Coordinate volunteers assisting for various events at the site, from classroom setup to the culminating event.
- Work with site directors to identify ways to involve families and the community in the work of the site.
- When needed, greet guests, visitors, and parents at the entrance of the school or the office.
- Support staff with student supervision at lunch and during Playworks periods.
- Work in partnership with YA's Communications Office to execute a parent engagement strategy on social media.
- Lead the marketing and coordination for the culminating event.
- Assist site directors with calling parents daily (for attendance and inviting them to various events, including, Artscape, culminating, etc.).
- Communicate directly with parents via text through YA's Student Management system. This involves sending a text each day to all families whose students were absent. Additional texts to families may include reminders about field trip permission slips.
- Build relationships with families to ensure the greatest impact of the program on their student.
- Accompany site visitors including parents and families as they tour the program.
- Take photographs and video daily to document the program and to share with students and families. The intern should ensure that parents and families receive regular updates about their students, including photographs via text.
- Coordinate field trips logistics in collaboration with the site directors and YA staff.
- Coordinate with and provide support for various partnerships and external stakeholders.
- Submit verbal and written reports as required.

To Apply:

Please fill out this application <https://www.tfaforms.com/4725321> as soon as possible.

Positions will be filled quickly.

Young Audiences/Arts for Learning Maryland is an Equal Opportunity Employer committed to cultivating a diverse workforce and equitable workplace. We encourage applications from individuals of all backgrounds, regardless of race, ethnicity, gender, sexual orientation, gender identity and expression, age, national origin, veteran status, and disability. All qualified applications will be given equal opportunity.