



# Child Specialist Intern

Volunteer or Intern Position Description

## *Position & Responsibilities*

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### **Role Summary**

Child Specialist Interns support children who are living at Tubman's shelter in Maplewood for families that have experienced domestic violence. Provide individualized, trauma-informed, strength-based care and advocacy through relationship building, on-site activities, field trips, and respite childcare.

### **Impact & Benefits**

- Create positive relationships and experiences for children living in shelter.
- Support children and parents in building life skills and enhancing positive decision-making.
- Foster growth and resilience within families who have experienced violence and trauma.
- Gain experience in advocacy while supporting families.

### **Position Responsibilities**

- Foster trusting relationships with children and parents while maintaining confidentiality and appropriate professional boundaries
- Promote safety and healing through planning and facilitation of fun activities on-site and in the community
- Communicate and collaborate with colleagues, following agency guidelines, providing safety planning, crisis intervention, and additional resources and referrals as appropriate
- Facilitate communication, intakes, and follow-up with parents

## *Qualifications & Expectations*

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### **Position Qualifications**

- Enjoy working with and have experience interacting with infants through school-agers
- Ability and willingness to listen actively and respond respectfully and appropriately to children, youth, and parents
- Maturity and good judgement in stressful situations to assure health and safety of everyone
- Flexibility and adaptability to meet the needs of children, parents, and the program as they arise
- Strong interpersonal skills, including emotional stability and patience
- Ability to work with diverse teams and clients to foster a culturally inclusive environment
- Set and uphold professional boundaries

### **Time Commitment & Availability**

- Minimum of 10-12 hours a week for one full semester (4-5 months). Some weekday evening availability required.

### **Training & Supervision**

- Attend Tubman's five part Volunteer/Intern Orientation and Training series
- Supervised by a Child Specialist staff

## *Organization*

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Tubman offers safety, hope, and healing to people of all ages, genders, and cultural backgrounds who are facing relationship violence, sexual assault, exploitation, homelessness, addiction, mental health challenges, or other

Black, Indigenous, and people of color, multilingual speakers, people of all gender identities, people with disabilities, and veterans are all encouraged to apply.

forms of trauma. We provide safe shelter and housing, legal services, and chemical health services, youth programs, and more.

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



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