



**Silver Lining Mentoring
Program Intern**

Organization: Silver Lining Mentoring

Position Title: Program Intern

Internship Dates/Hours: Early-June start (~15-20 hours/week) with an August end date. Flexible evenings and weekends around intern availability and interest. Potential to continue internship for additional months in 2022 post-August if mutually agreeable

Benefits: Unpaid internship with potential for professional development opportunities as it relates to youth development, mentoring, and nonprofit management

Supervision: Intern supervised by clinically-trained Mentee Intake Program Coordinator

Candidate search timeline: Applications will be reviewed on a rolling basis for an expected hire date of June 1, 2022. Start date is flexible based on the candidate hired

Organizational Overview:

Silver Lining Mentoring (SLM) empowers youth in foster care to thrive through committed mentoring relationships and the development of essential life skills. For 20 years, Silver Lining Mentoring has matched young people in the child welfare system with highly-committed, volunteer mentors. The match relationship is supported by in-depth training and ongoing personalized match support from clinically-informed staff. Most youth participants are preparing to age out of the child welfare system, and Silver Lining mentors offer both companionship and guidance in navigating critical life skills.

Silver Lining Mentoring offers four core services to young people impacted by the child welfare system. The three services offered in the greater Boston region include: Community Based Mentoring, which provides one-to-one volunteer mentorships to youth ages 7+; Learn and Earn, a life skills curriculum accompanied by a one-to-one volunteer mentorship available to young people ages 16+; and Transition Age Youth Services (TAY), which provides life skills development and leadership opportunities to help young adults navigate their independent living goals.

The fourth core service at Silver Lining Mentoring builds capacity to expand mentoring opportunities nationally via the work of the [Silver Lining Mentoring Institute](#). The Institute launched in 2019 to achieve the goal that every young person in the U.S. impacted by foster care will have access to a high-quality, consistent volunteer mentoring relationship. The Institute is achieving this goal by equipping local practitioners across the country who are starting up or growing mentoring programs with best-in-field strategies and tools via a partnership with the [National Mentoring Resource Center \(NMRC\)](#) and [MENTOR](#). The Institute further advances this goal through policy advocacy initiatives that promote consistent unpaid relationships for young people affected by the child welfare system; and educating and inspiring a nationwide movement that understands and responds to the relational needs of young people in foster care.

For more information please visit www.silverliningmentoring.org.

Position:

The Program Intern will serve as an integral part in supporting strong match relationships. The Program Intern leverages developing skills and Silver Lining Mentoring's policies and procedures to help strengthen our programming efforts. The position reports to the Program Coordinator for Mentee Intake.

The primary responsibilities of this Program Intern incorporate areas of high need within the organization with the interests, skills, and degree level of the hired candidate. SLM is open to undergraduate and graduate interns of all educational programs and will consider how to adjust learning opportunities around the desired candidate. Below is a non-comprehensive list of potential job responsibilities. Candidates should be prepared to discuss how their skills and experiences will contribute to SLM programming efforts, as well how SLM connects to their larger career development.

Possible Responsibilities:

Programming & Youth Support

- Assist Program team with youth enrollment efforts, including referral partnership development, review and processing of mentee applications, and designing of unique informational workshops and training materials for guardians and caregivers
- Support services related to SLM's Participant Advisory Board, a youth-led initiative of SLM mentees providing feedback and insight for program development
- Potential to co-manage a caseload of mentee-mentor matches with direct supervision from Program Coordinator or Program Manager, developing knowledge of Silver Lining Mentoring services, policies, and procedures
- Aid in developing/evaluation/preparing to pilot a new program for Transition Age Youth mentees at SLM

- Research, identify, and proactively communicate with potential key community partners to build SLM's resource brokering services in areas of housing, financial wellness, education, family support, and other opportunities for transitional-aged youth
- Serve collaboratively as a member of the Program team by assisting with the implementation of mentee-mentor match cohorts, such as Build-a-Match and Learn & Earn or community enrichment activities, such as in-person and virtual group events
- Actively engage in SLM's Diversity, Equity and Inclusion (DEI) efforts such as attending all-staff meetings, providing and receiving feedback, and participation on DEI committee

Mentor Recruitment, Screening and Training

- Work collaboratively with the Volunteer Manager & Program team to recruit mentors whose identities reflect those of the young people we serve, including people of color, men, and people with foster care experience
- Ensure program quality related to screening of mentor candidates, co-facilitating mentor training and conducting mentor candidate interviews
- Engage the community through in-person recruitment and informational events
- Review, participate, and lead revisions to diversity, equity and inclusion-related training activities and opportunities for mentor candidates

Communication & Marketing

- Lead translation services of mentee intake and matching documents — through direct language skills or identifying community supports — to better serve non-English speaking youth, guardians, and caregivers
- Manage virtual communication and opportunity lists, such as SLM's bi-weekly newsletter and online resource website
- Assist Development team with Silver Lining Mentoring and Silver Lining Institute's social media presence to drive higher engagement
- Conduct direct outreach to mentors and mentees and participate in match story collection, soliciting of blog posts, and other marketing related opportunities

Additional duties as assigned.

Education & Required Qualifications:

- Enrolled in a graduate or undergraduate program. SLM is open to interns from all educational programs, including but not limited to: Social Work, Sociology, Nonprofit Management, Education, Communications & Marketing, Psychology, etc.
- Strong belief in the mission, vision, and [values](#) of Silver Lining Mentoring
- Knowledge of greater Boston communities or strong ability to become familiar with needs and culture of Boston-area youth and services
- High level of self-awareness, accountability, and adaptability
- Exemplary organizational and time management skills
- Ability to respond flexibly to a fluid and evolving program environment
- Strong interpersonal, oral and written communication skills
- Ability to balance the needs of multiple stakeholders and work collaboratively with different departments

Preferred Qualifications

- Experience working with youth with youth from diverse backgrounds, including out-of-home experience, young people of color, and/or youth who identify as LGBTQ and/or TGNC preferred
- Knowledge of frameworks integral to Silver Lining Mentoring, including youth-focused, trauma-informed, harm reduction, and strengths-based programming
- Bilingual - fluent in Spanish and/or Haitian Creole preferred
- Residency in Greater Boston/Massachusetts strongly desired

We know that a diverse team makes for collaborative work and creative thinking, and we strongly encourage applications from people of color and people with experience with the foster care system. If a role at Silver Lining sounds like something you'd find fulfilling and aligns with your career goals, please consider applying even if your experience doesn't exactly match the requirements listed. Experience comes in many forms. We are dedicated to adding new perspectives to the team and would love to hear from you.

Silver Lining Mentoring offers a strengths-based, collaborative staff team, flexible work environment, and accessible office location in downtown Boston. This position may request some weekend and evening hours, as well as local travel, dependent on the intern's availability and interest. Silver Lining Mentoring is an Equal Opportunity Employer.

<http://www.silverliningmentoring.org>

Please note that all Silver Lining Mentoring staff are working primarily remotely with a forthcoming hybrid model. Hiring, onboarding and primary job functions will be performed remotely and in collaboration with our virtual programming. **While in-state residency is strongly desired, the ideal candidate may live outside of Massachusetts.** Opportunities for in-person work may be available if requested by the intern.

To apply: Submit a resume and cover letter explaining why you would like to be considered for this position to Michael Prinkey at michael@silverliningmentoring.org.