LIFT-Philadelphia Member Service Internship 2014

**LIFT-Philadelphia** is looking for dedicated, resourceful, and enthusiastic Member Service Interns. Interns will have the opportunity to make a positive impact in the lives of Philadelphia community members while learning about local domestic poverty issues.

**Our Mission and Vision**
LIFT’s mission is to help community members achieve economic stability and well-being. We are working to establish a new standard for holistic and enduring solutions in our country’s fight against poverty.

**Our Organization**
LIFT currently runs centers staffed by trained volunteer advocates in Boston, Chicago, Los Angeles, New York, Philadelphia, and Washington, DC, to serve individuals and families struggling to make ends meet. LIFT recruits and trains a diverse corps of advocates to work side-by-side with community members. LIFT members and advocates work one-on-one to find jobs, secure safe and stable housing, make ends meet through public benefits and tax credits, and obtain quality referrals for services like childcare and healthcare. As a result, the LIFT experience pushes advocates to grapple with our country’s most challenging issues related to poverty, race, inequality, and policy. Since LIFT’s founding in 1998, over 10,000 volunteer advocates have served more than 60,000 individuals and families.

**Position Description**
LIFT-Philadelphia is looking for dedicated, resourceful and enthusiastic interns to conduct member service in our West Office (56th & Chestnut) and our North Office (Broad & Thompson). Interns will have the opportunity to make a positive impact in the lives of Philadelphia community members while learning about local domestic poverty issues. The intern will work closely with passionate nonprofit professionals and volunteers and gain invaluable, hands-on experience working at one of the nation’s top up-and-coming nonprofits.

**Intern Responsibilities and Requirements**
- Working one-on-one with community members to help them identify and achieve goals by connecting them to housing, employment, social services, and/or educational opportunities
- Attending meetings and trainings that address local poverty issues
- Participating in special projects, such as outreach to community business, and university organizations or in-depth research on key services
- Researching and developing resources that assist with LIFT’s mission to expand opportunity
- No experience in member service is necessary, but interns must be willing to be resourceful, committed and dedicated to the success of the individuals they work alongside.
- Interns participate in an intense pre-service training in order to become familiar with the LIFT approach to member service and become oriented to the services in the Philadelphia area. All new interns are required to complete two consecutive days of training. This training will take place over a weekend at the beginning of February
- Interns are required to commit 16 or more hours of service per week. **Each shift must be 4 consecutive hours long between the hours of 9:00-1:00 or 1:00-5:00.**

**Additional Information**
- All interests and backgrounds are encouraged to apply.
- Interns are not paid for their time at LIFT. All students who are Pennsylvania residents and qualify for Federal Work Study are able to receive Work Study through LIFT. If your school offers academic credit, we can help facilitate.
- Proficiency in Spanish or another language is a plus.

To apply for the Member Service Internship, please send a resume and cover letter to phillyrecruitment@liftcommunities.org. Applications are accepted on a rolling basis.
Please indicate below all of the shifts you are available to come into the office on a weekly basis. Please take into account travel time to and from the office.

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