The Cabbage Patch Settlement House
Louisville, Kentucky

Mission Statement:

The Cabbage Patch Settlement House is a local, non-profit Christian organization. Our mission is to equip and empower at-risk children, youth and their families, to be self-sufficient by helping them maximize their economic, educational, emotional, moral, physical, social and spiritual potential. We accomplish this through three major programs: Counseling and Family Services, Recreation and Youth Development and Educational Opportunities.

Internship Title - Youth Outreach Assistant, Recreation and Youth Development Program

On Site Supervisor/Co-educator:
Rod Napier, Ed.M., Director of Programs and Facilities
RNapier@CabbagePatch.org
502-753-4447
1413 South 6th Street, Louisville, KY, 40208

Duties/Project Description:

The intern will serve in a direct leadership capacity assisting professional staff in the planning and implementation of summer theme based Recreational Day Camps for urban boys and girls, ages 8-17. Approximately 25 camps occur over 9 weeks, each involving 10-13 participants and 2-3 leaders. Duties include assisting professional staff in teaching new skills, encouraging children and youth to try new experiences, maintaining a positive environment and serving as a role model.

Qualifications:

- Certifications in American Red Cross First Aid or Life-Guarding Experience would be beneficial but not required. Professional staff will intervene in any situation where first-aid might be necessary. Intern will be working with a diverse group of urban children, ages 8-17.
- Knowledge or skills in the following would allow the intern to have more direct leadership/teaching opportunities: Visual Arts, Performing Arts, Sports/Games, Hobbies, Outdoor Recreation, and Camping.
- Ability to develop positive relationships quickly and is comfortable working with a non-profit Christian based agency. Interns will not be required to lead bible studies or worship services. If comfortable doing so, interns may be asked to assist professional staff with selected activities like leading a prayer or planning and leading an activity in a Vacation Bible School type Day Camp.

Orientation Program:

The intern will receive a full week of orientation about able our agency - mission, program goals and our Standard Operating Procedures. We are willing to mentor the intern in any aspects of

February 2015
our non-profit agency. Interns are expected to follow our policies and procedures. This has never been a problem for previous interns.

**Supervision/Mentoring Schedule:**
We will provide any level of mentoring the intern needs to be successful but no less than one structured session per week. Our Director of Programs is experienced in supervising and directing interns and has 35 years of experience in working with youth in recreational and educational programs, organizational administration, etc. As a former college professor he has managed interns in the field and is more than willing to mentor any person excited to learn.

**Working Conditions:**
We will make an office space and computer available to the intern. No personal vehicle is needed as we transport our participants in 15 passenger Ford vans, which our staff are trained to drive. Our environment will be noisy, busy, possibly hot when doing outside activities and challenging. Our work environment is always “controlled” by our policies, expectations and professional staff or selected adult volunteers. All clients are expected to adhere to a firm but fair behavioral code, which is similar to most public school rules. We practice a philosophy of respect for self, for other, and a pride in The Cabbage Patch and its facilities. A Behavioral Intervention Specialist is in charge of any serious behavioral violations. Interns are asked to help us be aware of any child who demonstrates a need for intervention.

**Preparation:**
We would encourage the intern candidate to communicate with us to determine what they could do to prepare themselves to be able to have the best learning experience. Reading in subjects such as: discipline, risk management (relative to camping programs); how to prepare accurate and meaningful reports; and how to work successfully with at risk urban youth would be beneficial.

**Is the organizational accessible via public transportation?** Yes, however bus routes and their schedules can pose a challenge depending on where a person lives. The Cabbage Patch is located near several bus lines/routes.

**Does the intern require use of a personal vehicle?** No, but we have a very interesting community that the intern should make an effort to see and experience. A private vehicle would make this easier.