

Jonnycake Center of Peace Dale

Student Intern - Human Services

Internship Description: The Jonnycake Center has been helping local individuals and families put on food on the table and connect with other resources for more than forty years. Our Human Services Intern will learn the skills needed to be an effective human service worker and advocate for local residents struggling to make ends meet.

We are seeking an intern for the academic year that can help us serve local households through our food pantry and special programs. Our team includes professionals with experience in social work, gerontology, fundraising, nutrition, volunteer service and even retail! The selected individual will be responsible for assisting our Client Services Coordinator, who connects our visitors with emergency food, clothing and other local services. Interns may also spend a portion of their internship in other departments to understand how the agency works as a whole. Visit our website for more information at www.jonnycakecenter.org.

Responsibilities may include:

- Assist with client service activities including new intakes and re-certifications for our food pantry, clothing vouchers, and special programs
- Refer visitors to other local services and organizations
- Serve in our food pantry
- Help coordinate deliveries to homebound clients and organize school vacation meals
- Attend community meetings with Client Services Coordinator and Executive Director
- Engage in outreach activities
- Attend board and committee meetings
- Assist with fundraising and development
- Participate in special events

Requirements:

Strong interpersonal and communication skills essential.

Experience with Microsoft Office and ability to learn data management software preferred.

Juniors, seniors and graduate students studying human development & family studies, gerontology, sociology, psychology, and related fields encouraged.

The Jonnycake Center of Peace Dale is located just a few miles from the University of Rhode Island. We manage a food pantry that is open five days a week, as well as two thrift stores.