Resilience Internship Packet

Thank you for your interest in interning with Resilience. We are glad that you’ve contacted us. There are several ways in which you can join the movement to end sexual violence. Currently, our internship opportunities are with our Advocacy, Education and Training, and Development departments.

All of our interns are **required** to complete a minimum of 40-hours of sexual assault crisis intervention training in accordance with the Illinois Coalition Against Sexual Assault mandates. You must complete this training prior-to or within a month of beginning your internship. RESILIENCE offers this training at least four times a year. The schedule is available via the links below. There is no cost for the training if you are accepted into the internship program. **Training is approximately 5 weeks long, in the evenings.** There may be other training options available on a case-by-case basis.

Complete the training application through this link: [http://tinyurl.com/8q6rff4](http://tinyurl.com/8q6rff4). You can indicate your specific internship interest under the **VOLUNTEER OPPORTUNITIES** portion of the application. Our website [www.rapevictimadvocate.org](http://www.rapevictimadvocate.org) also has training information and the schedule available.

Most of RESILIENCE’s internships require a minimum of one year or two academic semesters. Please be sure to read carefully to determine the time commitment of your intended internship. RESILIENCE accepts non-academic interns by exception.

Please complete the internship packet and mail, fax, or e-mail (preferred method) it to the corresponding department with a copy of your current resume and a cover letter. You are eligible to apply to more than one internship and will be contacted by the department you have expressed interest in.

RESILIENCE encourages applicants who are multi-cultural, multi-lingual, identify as persons of color and/or LGBTQ.

Quick Steps:
1. Send cover letter, resume, and application (below) to the appropriate Program/Department Director.
2. Complete the online training application following the appropriate link above, mark your internship interest.
3. Contact or wait for Program/Department Director to connect with you regarding an interview.
Intern Application

Name: ______________________________ Name of School: ___________________________

Major (please indicate Bachelor or Masters Program): _________________________________

Expected Graduation Date: _______________ How many hours/week will you commit to RESILIENCE? __________

Required Duration of Internship: _____________________________________________ Available Start Date? _______________

Days of the week available: ______________________________ Are you 40-hour Sexual Assault trained? _________

Which program is your primary interest for your internship? (if more than one please select all that apply): *please see each program intern description for full explanation of responsibilities.

☐ Advocacy – Crisis intervention and legal advocacy
☐ Education & Training – Presenting to youth and community outreach
☐ Development – Event planning, grant writing, and donor research (note: please contact aokeeffe@ourresilience.org for more information)

Which program is your secondary interest? (if none, leave blank - if more than one please check all that apply): *please see each program intern description for full explanation of responsibilities.

☐ Advocacy – Crisis Intervention and legal advocacy
☐ Education & Training – Presenting to youth and community outreach
☐ Development – Event planning, grant writing, and donor research (note: please contact aokeeffe@ourresilience.org for more information)

What are your supervision requirements?
- Total hour(s) per week? ______________
- Licensure? _______________________

How many direct contact hours does your school require for your internship (if any)? ______________

What sparked your interest in an internship with RESILIENCE?

Do you have any previous experience as an intern or volunteer? Please explain.

What are your future goals and interests related to rape crisis work?
RESILIENCE
JOB DESCRIPTION

Position Title: Legal Advocacy Intern (2 positions available)
Reports To: Legal Advocacy Intern Supervisor

GENERAL ROLE DESCRIPTION
The Legal Advocate Intern is responsible for assisting the advocacy team in providing legal advocacy to survivors of sexual violence. This includes opportunities to engage in institutional advocacy activities within the Civil and Criminal Justice System. Additionally, the Legal Advocate Intern will provide crisis intervention, emotional support, medical advocacy, and appropriate referral/linkages to sexual assault victims/survivors and their significant others through the emergency department of contract hospitals, telephone crisis calls, and walk-in requests.

RESPONSIBILITIES

1. Assist the legal advocacy team in providing services for sexual assault survivors including: follow-up phone calls to police stations, assistant state’s attorneys, filing for Crime Victims Compensation, assistance with Victim Economic Safety Security Act, Safe Homes Act and back-up court accompaniment as needed.
2. Schedule 1-2 day(s) per week of being on call during court hours (8:30-4:30pm, Monday/Wednesday OR Tuesday/Thursday) to assist survivors with petitioning for Emergency Orders of Protection, Civil No Contact Orders, Stalking No Contact Orders.
3. Maintain a minimum of 14 office hours a week.
4. Attend meetings, in addition to staff, that encompass the Civil and Criminal Justice System as requested.
5. Attend Community partner meetings to provide members with information on RESILIENCE’s services as needed.
6. Network with police neighborhood relations departments to alert them to RESILIENCE’s services and encourage referrals.
7. Provide crisis intervention, as well as information and referrals via the office telephone.
8. Provide crisis intervention, emotional support, and medical/legal advocacy to survivors seen in the emergency department.
9. Schedule a minimum of one 12-hour shift of on-call medical advocacy per month and respond during office hours, as needed.
10. Maintain accurate and complete records of all services, including the client database.
11. Complete projects designed specifically for the internship.

The Legal Advocate Intern requires strong interpersonal skills, an ability to advocate for the needs/rights of others, and good verbal and written communication skills. Completion of a minimum of 40-hours of sexual assault training is required plus additional training in legal advocacy and the criminal and civil justice system. Computer skills required. Multi/bilingual preferred. Undergraduate course work in criminal justice, social work or pre-law preferred.

This internship has both summer and school year openings.

August - May internship option requires June/July (or previous) Resilience Volunteer Training. May – August internship option requires April/May (or previous) Resilience Volunteer Training. To access our training dates please click here.

To apply: email cover letter, resume and application to dsanchez@ourresilience.org.
RESILIENCE
JOB DESCRIPTION

Position Title: Education & Training Program Intern (3 positions available)
Reports To: Director of Education and Training

General Role Description
The Education and Training (E&T) Intern is responsible for assisting the E&T Program with delivering presentations and workshops on sexual violence prevention and healthy relationships. After significant training, the intern will be asked present to children as young as pre-k, through elementary school and high school, as well as college-aged students. It is expected the intern will grow into an independent presenter on behalf of the agency, with ample supervision and support. The E&T program has a strong focus on working with youth in low-income and under-served communities. The intern will be proactive in outreach efforts within the community to effectively communicate RESILIENCE services and the benefits of prevention education. The intern will also assist with daily tasks related to program development and special projects that will be determined on an individual basis.

Responsibilities

1. Provide basic sexual and relationship violence prevention education to children and youth, once several presentations have been observed.
2. Attend a minimum of 40-hour intensive training and certification on sexual assault, which is included for free as part of the internship. This training is required.
3. Assist E&T department with curriculum development on various topics related to violence prevention.
4. Attend resource fairs and community events as a representative of RESILIENCE.
5. Assist RESILIENCE with our volunteer trainings.
6. Provide outreach/institutional advocacy within the community.
7. Attend all required meetings within the E&T Program, including participation in the event-based Sexual Assault Awareness Month Committee.
8. Assist the E&T program with volunteer support and record keeping.
9. Provide crisis intervention, as well as information and referrals, in-person or on the telephone.
10. Maintain accurate and complete records of all services delivered, including data entry.
11. Assist with daily tasks related to program development, as needed.
12. Provide crisis intervention, emotional support, and medical/legal advocacy to survivors seen in the emergency department. One 12-hour shift per month will be encouraged, once training is completed.

Requirements
The Education & Training Intern must possess excellent communication skills, an interest in violence prevention and the ability to work with diverse audiences. Candidates with anti-violence and presentation experience are preferred. Completion of a minimum of 40-hour sexual assault training is required. The 40-hour domestic violence training is encouraged, but not required. The intern must commit to at least 8-10 hours per week to the internship, in addition to the potential 12-hour on-call shift for crisis intervention. Multi/bilingual encouraged. We work in communities throughout Chicago, access to a vehicle is encouraged, but not required.

Please note this internship is a minimum of 2 academic semesters or approximately 9+ months.

To apply: email cover letter, resume and application to lcartwright@ourresilience.org
Position Title: Training & Outreach Intern (1 position available)
Reports To: Training & Outreach Coordinator

General Role Description
The Resilience Training Institute (RTI) strives to meet the urgent need among Chicago professionals and service providers for formally structured, high quality training in sexual violence response and prevention. As a core component of our Education & Training (ET) program, preparing professionals to deliver ethical and effective services to survivors and their loved ones, the RTI plays an instrumental role in advancing our mission to empower survivors and end sexual violence. RTI trains graduate students, social workers and health professionals, staff and volunteers at social service organizations, school faculty and administrators, criminal legal system professionals, leaders of faith communities, for-profit employees, and Confidential Advisors as mandated by the Preventing Sexual Violence in Higher Education Act. Across all our trainings, participants learn to identify elements of rape culture, reduce risk factors, and become agents of change within in their own communities. The Training & Outreach Intern will utilize their passion for engaging communities on social justice issues through education and training to support the administrative strategy and vision of the RTI. The intern will also assist with daily tasks related to RTI operations.

Responsibilities

1. Attend a minimum of 40-hour intensive training and certification on sexual assault, which is included for free as part of the internship. This training is required.
2. Work in coordination with Training & Outreach Coordinator and Marketing & Communications Associate to implement outreach strategies in effort to increase RTI visibility, training participation and agency volunteer/internship opportunities
3. Assist Training & Outreach Coordinator with administrative tasks related to RTI including, but not limited to: synthesizing and analyzing evaluation data, scheduling trainings, creating training agendas, preparing training materials, and organizing training registration
4. Assist with day-to-day functioning of professional and volunteer trainings
5. Attend all required Training Institute Committee meetings.
6. Maintain accurate and complete records of all services delivered
7. Assist with daily tasks related to program development as needed
8. Provide crisis intervention, emotional support, and medical/legal advocacy to survivors seen in the emergency department. One 12-hour shift per month will be encouraged, once training is completed
9. Strongly preferred: knowledge of market research strategies, Experience conducting or facilitating workshops/trainings/community education, Familiarity with Title IX and Chicago, working knowledge of MS Office Suite

Requirements
10 – 16 hour/week 1-year commitment beginning June 2019 and concluding May 2020. Applicant should be enrolled as a third or fourth year student in a degree-granting program at a college or university; preferred undergraduate majors include but are not limited to: Social Sciences, Business, Education, and Social Work with an interest in nonprofit administration. Applicants will have a keen interest in prevention of sexual and domestic violence and social justice activism, experience working within diverse communities, ability to take initiative and work independently, as well as within a team, strong organizational skills, detail-oriented, and ability to manage multiple tasks while balancing short- and long-term projects and goals. Excellent verbal and written communication skills are a must, as well as the ability to work occasional evenings and weekends, with some travel. Prior completion of a minimum 40-hour sexual assault training provided by an ICASA-certified rape crisis program OR completion of a minimum of 40-hour sexual assault training at start of internship.

To apply: email cover letter, resume and application to lcartwright@ourresilience.org

RESILIENCE 2020
Position Title: OurMusicMyBody (OMMB) (1 position available)
Reports To: Northside Prevention Educator & OMMB Campaign Coordinator

General Role Description
OMMB is a collaborative campaign, led by Between Friends and Resilience, who works with festival and venue staff, musicians, and music fans alike to create fun and consensual music experiences for all. The OMMB Intern will utilize their passion for music and social justice activism by assisting the OMMB Campaign Lead and Between Friends’ OMMB designated staff with recruiting, training, managing, and retaining OMMB volunteers; increasing traffic to OMMB social media platforms through management of accounts; and serving as an OMMB Music Ambassador by implementing outreach and engagement strategies with artists and music industry professionals to further the work of campaign. The intern will also assist with daily tasks related to the OMMB campaign.

Responsibilities

1. Attend a minimum of 40-hour intensive training and certification on sexual assault, which is included for free as part of the internship. This training is required.
2. Work in coordination with OMMB Campaign Coordinator to recruit OMMB volunteers and assist in facilitating a minimum of two OMMB volunteer trainings annually. Assist in coordination and facilitation of additional trainings on an as-needed basis
3. Work in coordination with OMMB Campaign Coordinator using Better Impact volunteer software to recruit, manage, and retain OMMB volunteers, including scheduling volunteers for tabling shifts at concerts and music festivals and fostering on-going engagement of volunteers in campaign
4. Work in coordination with OMMB Campaign Coordinator and Marketing & Communications Associate to implement outreach strategies in effort to increase OMMB visibility, including developing and maintaining brand content related to campaign on all relevant social media platforms
5. Serve as OMMB Music Ambassador, which includes: Researching artists for interest in addressing gendered violence in the music industry; compiling, marketing, and distributing OMMB materials to artists and industry professionals; and conducting media scans for trending stories related to violence at concerts to inform OMMB outreach strategy
6. Assist with OMMB tabling at concerts, festivals, and other events
7. Attend all required OMMB campaign meetings
8. Maintain accurate and complete records of all services delivered
9. Assist with daily tasks related to program development as needed
10. Provide crisis intervention, emotional support, and medical/legal advocacy to survivors seen in the emergency department. One 12-hour shift per month will be encouraged, once training is completed

Requirements
10 – 12 hour/week 1-year commitment beginning Fall 2019 and concluding Fall 2020. Enrolled as a third or fourth year student in a degree-granting program at a college or university; preferred undergraduate majors include, but are not limited to: Music, Media Arts, Communications, Journalism, Public Relations. Familiarity/participation in and passion for live music, especially within Chicago. Keen interest in prevention of sexual and domestic violence and social justice activism. Experience working within diverse communities. Knowledge of available tools, platforms, and trends in the social media space. Ability to take initiative and work independently, as well as within a team. Strong organizational skills, detail-oriented, and ability to manage multiple tasks. Excellent verbal and written communication skills, Ability to work occasional evenings and weekends, with some travel. Prior completion of a minimum 40-hour sexual assault training provided by an ICASA-certified rape crisis program OR completion of a minimum of 40-hour sexual assault training at start of internship.
RESILIENCE
JOB DESCRIPTION

Strongly Preferred
1. Familiarity/participation in and passion for large-scale music festivals
2. Experience organizing events
3. Experience conducting presentations/trainings
4. Working knowledge of Microsoft Office and proficiency in Adobe InDesign and Photoshop
5. Photography and video experience a plus

Check out some of the local and national press from this past year for more on our rising campaign:

- Artists, fans push music festivals to tackle sex harassment (Associated Press)
- 5 Tips For Staying Safe At Lolla (CBS Chicago News)
- Artists, fans push music festivals to tackle sex harassment (Chicago Tribune)
- OurMusicMyBody educates on harassment (The Alternative)
- Our 10 Favorite Music-Related Charities Changing the World Right Now (Soundfly Flypaper)
- Sexual Harassment At Music Festivals 'Isn't Very Punk Rock Of You' (Newsy)
- OurMusicMyBody wants conversations about harassment and consent to include the concert scene (Chicago Reader)
- Hooting, Hollering, And Harassment Concerns Grow At Lollapalooza (CBS Chicago News)
- Artists, fans aim to tackle sex harassment at music festivals (Chicago Sun Times)
- Activists say sexual harassment is rampant at music festivals. What’s Made in America doing about it? (Philly Inquirer)
- After widespread complaints, Coachella is enacting a new anti-sexual harassment policy. But is it enough? (LA Times)

To apply: email cover letter, resume and application to lcartwright@ourresilience.org