



## **Grand Rapids Creative Youth Center Writing & Social Media Internship**

The mission of the Grand Rapids Creative Youth Center (CYC) is to prepare kids for life's adventures by supporting their writing and amplifying their voices. The CYC is located at 413 Eastern Avenue in the Baxter neighborhood. It runs several after-school programs for students aged 6-18. At the CYC, kids become published authors, leading to a strong sense of identity and an enthusiasm for learning.

### **Basic Information**

- 2017-2018 internship working with youth and CYC staff members to support its mission
- Geared toward English and Writing majors with strong writing and critical thinking skills
- 10 hours per week, unpaid, with possibility of a minimal number of hours off-site
- Supervisor: Brianne Carpenter, CYC Program Manager

### **Time Frame**

- Positions open until filled. Final deadline for applications: July 17, 2017
- Start Date: TBD, second week of August 2017
- End Date: TBD, May 2018

### **General Requirements**

- High level of professionalism
- Excellent written and oral communication skills
- Attention to detail and design
- Familiarity with Facebook, Twitter, and Wordpress
- Cultural competency
- Sincere interest in the organization and its mission
- Willingness to learn about the CYC and the greater context of its work
- Self-motivation with ability to work independently within organizational culture

### **Possible Projects**

- Edit, curate, and contribute to the Captain Tanny blog and the CYC program blog
- Administer weekly social media posts on Facebook and Twitter
- Write monthly CYC newsletter
- Write and publish articles about the CYC and CYC events for media outlets
- Manage and advertise for the CYC's spring Wednesday Workshop Series
- Other opportunities as they arise

Interested students should send a resumé, cover letter, names of two references, and available weekday hours to Brianne Carpenter at [brianne@creativeyouthcenter.org](mailto:brianne@creativeyouthcenter.org).

If selected as an applicant for the internship, the student intern and supervisor will meet in person to discuss project ideas, student goals and schedule, and to make certain the internship is a good fit for everyone.