



## Community Engagement Internship

Housing Up builds thriving communities in Washington, DC by developing affordable housing and offering comprehensive support services to homeless and low-income families. We believe that people who have safe, affordable housing and genuine opportunities are empowered to transform their lives. Established in 1990, Housing Up has grown from serving 13 families to close to 900 throughout the District.

Housing Up is looking for a Spanish-speaking community engagement intern who is passionate about serving low-income communities in Washington, D.C. We are seeking a team player to serve as a key support in connecting with our Latinx families, assisting in the launch of a health initiative, as well as helping the team restart our in-person resident services.

When: Fall semester internship starting September 2021, 8-10 hours a week. Flexible scheduling and possibility for internship extension is available.

Where: Hybrid; remote and in-person, part-time position.

### Description of Responsibilities:

- Assist in launching a healthcare initiative with families in affordable housing.
- Foster community with Latinx residents through events and engagement opportunities.
- Attend community and informational events.
- Participate in resident services programming.
- Engage in outreach to resident service clients (e.g., general wellness, family updates, and announcement of resource opportunities).
- Assist in managing American University student volunteers.

### Requirements:

- Bachelor's degree or current undergraduate student.
- Fluency in Spanish and familiarity with the DC Latinx community.
- Strong oral and written communication skills.
- Excellent listening, problem-solving and organizational skills.
- Self-motivated, independent worker who is eager to learn.
- Punctual, responsive to email and telephone calls and other direct communication from staff.
- Knowledge of Microsoft Office software (e.g. Word, Excel, PowerPoint).
- Understanding of or prior work/volunteer experience in a nonprofit organization is a plus.





Other Requirements:

- Must live in the DMV and be able to be present at on-site events at our affordable housing properties (located in Wards 1, 4 and 7).
- Must own a computer.
- Must have a strong internet connection.
- Must undergo a standard background check.

Benefits:

- Hourly compensation of \$15/hour
- College credit (depending on your institution's guidelines and requirements).
- Letter of recommendation from Housing Up upon the successful completion of internship.
- In-depth understanding of nonprofit work, the homelessness crisis in D.C. and the importance of affordable housing, as well as how Housing Up serves nearly 900 families and helps them thrive in DC.

If interested, please email your resume and brief cover letter to Housing Up's Philanthropy Team at [philanthropy@housingup.org](mailto:philanthropy@housingup.org). Include Fall 2021 Community Engagement Internship in the subject line.

