

LINCOLN HOUSING AUTHORITY
****JOB NOTICE****

Position title: Community Learning Center Intern
FLSA Status: Part-Time, Non-Exempt (Paid Internship)
Date Posted: August 12, 2024
Position Start Date: September 3, 2024

Lincoln Housing Authority is seeking a **Community Learning Center (CLC) Intern** to assist the CLC School Community Coordinator with after-school youth programs and activities at the Arnold Community Learning Center. This will include assisting with: after school clubs at Arnold Elementary, family support programs and special events, and other duties related to youth and family programs. **NOTE: This position is open to college students (only) pursuing a related degree.**

The schedule is flexible with preferred availability from 3:00-5:30pm on Mondays, Wednesdays, and Thursdays. More hours are available up to a maximum of 19 hours per week. We are seeking applicants interested in working throughout the fall 2024 and spring 2025 semesters.

Experience and/or skills required include:

- Major course work in education, child development, social science or human services.
- Knowledge of and ability to work with elementary-aged youth and a variety of human service programs and providers is desirable.
- Ability to work with and build rapport with a variety of people, including other staff, youth, volunteers, and community residents.
- Ability to be flexible in scheduling activities and motivated to take on a variety of challenging tasks.
- Ability to communicate effectively and work with a culturally diverse population.

This internship opportunity provides students with valuable on-the-job experience related to their field of study.

Application Information:

- Starting pay is \$14.00/hour.
- Applicants must be enrolled in an accredited college or university at least part-time and maintain a 2.75 GPA. LHA's preference would be for a one-year commitment to this position.
- To apply, complete an application for employment at www.L-housing.com. A resume and cover letter may be attached.
- Background checks will be conducted on final candidates.
- Lincoln Housing Authority is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.