

SAY YES BUFFALO INTERNSHIP OPPORTUNITY SUBMISSION FORM

Organization Name: Durham's Baby Café

Location: 200 E. Eagle Street, Buffalo, NY 14204

Website: durhamsbabycafe.com

Organization Description and Core Values:

Durham's Baby Cafe provides support for pregnant and breastfeeding women of all ages at no cost. A delicious meal is prepared for them while they socialize and learn about parenting and services available in the area. We bring in the experts to present on various topics like birth planning, breastfeeding education, and doula services.

Mission Statement

To offer comfortable space and knowledgeable support for pregnant and breastfeeding mothers and their babies and families, as well as to raise public and community awareness on issues of health, wellness, safety and nutrition through the provision of meals and workshops, maintenance of a community garden, and other community projects.

Vision Statement

Durham's Baby Cafe envisions improving ultimate health of communities by empowering people to make informed choices about their pregnancy, birth delivery options and milk food source for their newborn infants.

Position Supervisor & Title: Rev. Diann Holt, Founder & Executive Director

Internship Title: Program Intern

Internship Duties and Responsibilities:

- Assist during baby café sessions (**every Wednesday and Thursday between 4 pm and 8 pm**); activities include but are not limited to assisting parents with intake paperwork, assisting with toddler activities, and taking pictures for social media content
- Attend various stakeholder meetings and conferences with the Executive Director
- Assist with collecting and organizing data to be used in grants and reports
- May be able to accompany doulas to home visits pending consent from parents
- Assist with updating our website and creating social media content
- Create programming to better engage teens and fathers
- Attend the regional lactation symposium on **June 18th, 2020**
- **Additional duties can be assigned based on the hired intern's interests**

Minimum Requirements:

- Say Yes Buffalo Scholar in good academic standing – must be at least a rising Sophomore; recent Say Yes Buffalo college graduates will also be considered
- **MUST be available each Wednesday and Thursday between 4 pm and 8 pm**
- **Due to the sensitive nature of working directly with clients, confidentiality is a must**
- Strong written and verbal communication skills
- Ability to work independently
- Strong interest in public health, nursing, maternal health care, early childhood



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education, social work, psychology, or health & human services

Preferred Requirements:

- Access to a personal vehicle and laptop
- Proficiency in Excel
- Demonstrated experience in data collection

Intern Takeaways:

- Exposure to community-based health services
- Experience working with a grassroots nonprofit organization
- Networking opportunities with community leaders and healthcare practitioners
- Experience working with diverse populations in an urban setting

Duration of employment: This internship will consist of 20 hours per week for 10 weeks during the summer of 2020. Exact start and end dates will be decided upon by the hired intern and program staff.

Eight hours per week will be worked on-site at the baby café on Wednesday and Thursdays. The remaining twelve hours per week will be worked remotely from the Say Yes Buffalo office located at 712 Main Street in downtown Buffalo.

Compensation: The intern will be paid \$11.80/hour for 20 hours per week (200 hours total).

NOTE: Any determination regarding academic credit will be made by the intern's academic department.

Accommodations:

The Say Yes Internship Program is committed to providing equal access to individuals with disabilities, including physical access to programs and reasonable accommodations for interns.

To apply: Submit resume and cover letter to info@sayyestoyourcareer.org.

If necessary, Say Yes staff may send you suggestions before we send your cover letter and/or resume to the employer(s). In order to submit your materials by the deadline, please ensure that you check your email and reply promptly.

By applying to this internship, you are agreeing to the application agreement which can be found beneath the internship postings on our website.

Deadline: Friday April 24th by 5:00PM

Interviews: Interviews will take place during the first two weeks of May and the hired intern will be chosen by May 15th.

Please note: Internships are competitive and not every scholar will receive an interview. If you are selected for an interview, the employer will contact you directly.