INTERNSHIP OPPORTUNITY – UNPAID

INTERNSHIP DESCRIPTION: Illinois Collaboration on Youth (ICOY) is actively seeking students with demonstrated interest in a systems-focused internship with an emphasis on providing capacity building, advocacy, and policy for programs and direct-service providers that are committed to helping children, youth, families, and communities thrive. This internship would support the work of ICOY, a membership organization that champions social justice and human rights for youth-serving agencies in Illinois with an emphasis on child welfare, juvenile justice, behavioral health, prevention and intervention services, trauma-informed care, and race equity. ICOY is seeking an undergraduate or graduate student for the Fall and Spring academic terms.

THIS INTERNSHIP WOULD BE PERFECT FOR STUDENTS WHO:

- Look for opportunities to practice creative problem-solving and who are comfortable taking initiative to move projects forward
- Excel when provided opportunities for independent learning
- Are interested in mitigating the impact of systems on children, youth, and families
- Are interested in policy practice for social change
- Are interested in multi-disciplinary collaboration
- Are interested in macro-level work and exploring systemic solutions

DUTIES: While this internship will support a variety of activities related to capacity building, the internship itself is non-clinical. This internship position will be assigned to focus on ICOY’s prevention and intervention work for homeless and runaway youth. Specific projects will be designed based on this assigned area.

- **Prevention and Intervention Intern:** ICOY has three contracts with the Illinois Department of Human Services to support the diversion of youth from the juvenile justice and child welfare systems. These contracts support the capacity building of youth service agencies and other community stakeholders. The intern will support this work by:
  - overseeing the coordination and execution of educational webinars with experts in the field
  - providing logistical support at state-wide management meetings and quarterly advisory board meetings
writing articles for quarterly newsletters
- research projects on evidence-based/informed interventions
- annual training and technical assistance needs assessment
- and other projects may be assigned based on agreement of the supervisor and intern

SUPERVISION & SUPPORT: The intern will be provided with weekly supervision. Individual supervision will be between the intern and assigned supervisor every-other week in which there will be a review of the assigned duties and responsibilities, as well as a reflection of the experience of the intern and how it ties into their learning experience. Additionally, on the opposite weeks of individual supervision, the intern will participate in a facilitated group supervision with the other intern(s) in the organization, which will be reflection-based and will incorporate their personal experiences with peer-based learning and support. Once a month, ICOY will also provide the interns with professional development support focused on obtaining employment post-internship.

COVID-19 UPDATE: In light of ongoing COVID-19 concerns as well as the governor’s shelter-in-place order, ICOY representatives will work with interviewees to coordinate a virtual interview process. Likewise, the internship will be remote until in-person gatherings are deemed safe and when office work resumes.

OVERVIEW HISTORY OF ICOY:

- **Mission**: At the Illinois Collaboration on Youth (ICOY), we champion the safety, health, and success of Illinois’ children, youth, and families—by acting as a collective voice for policy and practice, and by connecting and strengthening the organizations that serve them.

- **History**: Our history begins in 1964 and represents an important commitment to efficient, supportive progress. From the beginning, we have proactively partnered to establish a state-run effort supporting organizations that promote child and family welfare—a function is previously undertaken by faith-based charitable organizations that were only loosely affiliated and organized. ICOY has long been a key player at both the state and grassroots levels. Over the years, we have evolved, with the changing human service landscape, by proactively joining forces with new organizations to shape policy and practices in a more systematic and holistic way. Currently, ICOY is made up of more than 100 youth serving organizations and
affiliates, and provides capacity building, policy, and advocacy for organizations and the systems that serve them.

**SALARY:** UNPAID - must be used to obtain academic credit.

**CLOSING DATE:** Open until further notice

**MINIMUM QUALIFICATIONS:** Student must be seeking an undergraduate or graduate degree from a degree granting academic entity where the internship is acknowledged as a requirement. Student intern must be enrolled and in good standing with the academic institution. Intern must agree to a learning plan and be available for at least 15-20 hours per week for the fall and spring academic terms.

**EQUITY STATEMENT:** ICOY is committed to an equitable application review and interview process. Similarly, we strive to create a diverse, inclusive, and equitable workplace where all employees and volunteers, whatever their gender, race, ethnicity, national origin, age, sexual orientation or identity, education, or ability, feels valued and respected. We value diverse life experiences and heritages and ensure that all voices are valued and heard. We are committed to maintaining an inclusive environment with equitable treatment for all.

**SUBMISSION INSTRUCTIONS:** For consideration, interested candidates must email the following documents as a single PDF packet to ICOY staff: Amanda McMillen, Chief Program Officer via amcmillen@icoyouth.org.

- Title Page (use the template provide on the last page)
- Cover Letter, which answers the following questions:
  - Why are you interested in the topic for your internship?
  - Why is it important to increase awareness of race equity?
  - What do you hope to gain through this internship experience?
- Resume
- Writing sample
## Internship Application Packet

### Application Information

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<tr>
<th>Name:</th>
<th>Pronouns:</th>
<th>Email:</th>
<th>Phone Number:</th>
<th>School:</th>
<th>Major:</th>
<th>Expected Graduation Date:</th>
<th>Number of Internship Hours per week:</th>
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### Field Instructor Information

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<th>Name:</th>
<th>Title:</th>
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Please select the internship you are applying for:

- [ ] Trauma-Informed Care
- [ ] Prevention and Intervention

This packet includes the following:

- [ ] Cover Letter
- [ ] Resume
- [ ] Writing Sample