

Citywise Glasgow Holiday Projects Internship 2022/2023 Role Description

Introduction

The Holiday Projects Internship with Citywise gives one candidate the opportunity to gain valuable and wide-ranging experience within the youth alternative education sector. **Their main focus is the planning and delivery of a one week youth holiday project in April 2023.**

About Citywise

Citywise is transforming young lives through the power of character mentoring. We work with schools and families to help young people unlock their potential, flourish in all areas of their lives, and contribute positively to their communities.

Our curriculum focuses on helping young people to grow in character by developing strengths of heart, mind and will. Young people develop the tools to succeed not just in their academic careers, but also in all areas of life such as relationships, aspirations and emotional resilience. They discover that they can grow, increase their emotional wellbeing, have healthy relationships, be socially engaged and feel empowered to take hold of their dreams and make a positive difference in their communities. In term-time most of our work occurs through 1:1 mentoring, but we also run other character-mentoring clubs and youth groups for young people, and during the school breaks we run special holiday projects.

About the role

The intern will assist in the preparation and running of our holiday projects: preparing content, materials and logistics, help to plan an exciting and beneficial off-site day trip, support with the delivery of the project, and lastly take a lead in the evaluation of the project.

Dates of the internship:	6 February 2023 until 14 April 2023
Times of the internship:	Average of 4 hours/week in preparation time Full week of 3rd-7th April 2023, Monday-Friday, 9am-3pm 6 hours the week after the project to support with evaluation
Location of internship:	Remote or in the Citywise office, 2 Merkland St, G11 6DD

Main areas of Responsibility

Holiday projects in area of Townhead

Citywise Holiday Projects are designed to teach children about the importance of character in everyday life, to help them increase in confidence, have fun, and grow through positive, bonding experiences over the holiday. Our project gives structure in the holiday gap by offering games, sports, drama, arts and crafts, dance, and two nutritious meals as well as a space to build healthy habits, connect with others and build resilience. Finally, there is also an end-of-project show, where parents are invited to celebrate their child's character growth journey and watch performances the children have created.

Supporting other charity activities

As well as having the opportunity for a significant amount of hands-on work with young people, the intern will also have the opportunity to learn about many of the other aspects of charity life: funding, administration, marketing, volunteer recruitment and management. Having the chance to develop this new area of work in Glasgow will also give them insight on the initial stages of planning and preparation of a project in the non-for-profit sector. They will be line-managed by the Glasgow Programmes Manager and will be involved in team discussions.

Key Activities

Planning: Preparing activities for the Spring project relating to the theme of 'Growth Mindset & Science, and specific sessions, materials, and games for both projects.

Logistics: Assisting the Glasgow Programmes Manager and Senior Project Leader in the planning of an off-site day trip. This includes liaising with food, transport, and entertainment companies to find a plan and suitable day out. This also includes rigorous time and resource planning.

Delivery: Volunteering at the camp as a mentor, working hands-on with the children and supporting the rest of the team in delivering the prepared activities and sessions.

Evaluation: Coordinating feedback from parents and mentors after the camp, and creating a report to showcase the impact and effectiveness of the camp on the children who attended, and the wider community.

The intern will receive support in all of the above activities. As a mentoring charity we work with many volunteers who we train as mentors and who receive mentoring from the staff team to support their own learning, training and employability.

The main activity will be the planning, creation and coordination of the activities that children will do during the camp, around the camp topic.

Skills and experience required

- A passion for fostering young people's character and personal growth
- Good interpersonal skills and confidence to engage with people of all backgrounds
- Hard working with a positive attitude
- Integrity, love of learning and growing as a person: we try to teach young people the value of good character by way of example
- Willingness to join in any task as required in the varied life of a small charity
- **Preferred but not required:** A current volunteer or previous volunteer with Citywise