



Youth Empowerment Intern Job Description

POSITION OVERVIEW:

Do you have an interest in working with a diverse group of creative teens who want to make a difference in the world? As a Youth Empowerment Intern, you work as part of the team during our *These Teens Mean Busine\$\$* program where they engage in various hands-on activities that guide them from coming up with a business idea for social good to actually launching it!

PRIMARY RESPONSIBILITIES:

Fall & Spring Interns

To learn more about the Incubator program, visit www.CEOsOfTomorrow.org/incubator.

- Assist with planning, implementing and overseeing the *These Teens Mean Busine\$\$ Incubator Program* for high school students
- Assist with planning, implementing and overseeing the culminating *Teen Pitch & Launch Event*
- Support school-based entrepreneurial programs, as needed, based on availability

Summer Interns

To learn more about the camp program, visit www.CEOsOfTomorrow.org/grades-4-8.

- Assist with planning, implementing and overseeing the *Busine\$\$ of Giving Camp* for 4th – 8th graders
- Assist with planning, implementing and overseeing the culminating *Kidpreneur Days*

All Interns

- Work with other program staff to plan and implement entrepreneurial lessons, games, and activities
- Arrange guest speakers to support and enhance program offerings
- Assist with preparation of materials and set-up
- Participate in staff trainings
- Assist with developing comprehensive program reports on all assigned programs
- Serve as program historian by capturing photos and videos of activities and interactions

QUALIFICATIONS:

- Loves working with youth
- Undergraduate or graduate student
- Appreciation of diversity and values working with families and youth from many different cultural, ethnic, and economic backgrounds
- Excellent verbal and written communication skills
- Self-starter with excellent problem-solving skills
- Ability to learn quickly and apply knowledge
- Strong interpersonal skills with ability to work as part of a team, including leadership qualities
- Perform other duties as assigned

STATUS:

Fall and Spring Semesters: 15 to 25 hours per week including Saturdays and flexible scheduling during the weekdays. Summer Semester: Up to full time; weekdays only.

Potential for future employment.

COMPENSATION:

Hourly rate of \$15.50.

APPLICATION PROCESS:

To apply, please email your resume to info@CEOsOfTomorrow.org. Questions may also be sent via email.

Learn more about CEOs of Tomorrow, which based in Madison, Wisconsin, at CEOsOfTomorrow.org.