



IHYC INTERN

Volunteer Vision Statement: YSS seeks to maximize the skills and interests of volunteers to better impact our organization and the youth and families we serve.

ABOUT IHYC:

Iowa Homeless Youth Centers (IHYC) works to eliminate homelessness among children, youth, and young families in Central Iowa. We believe, with support and assistance, homeless youth can attain self-sufficiency and break the cycle of poverty. Through case management and advocacy, our dedicated staff works with youth (16-21) and young families (16-25) to become self-sufficient, and plan for a healthy and successful future.

IHYC PROGRAMS:

Essential Needs/IHYC Youth Opportunity Center:

Dedicated to exclusively serving the needs of at-risk and homeless youth (age 16-22), the Youth Opportunity Center (YOC) provides a safe place for young people to connect with services. Our staff is committed to meeting youth where they are in life, and assisting them in taking the first steps to self-sufficiency and a successful future.

-Street Outreach:

A hub of crisis counseling, service referrals and emergency need fulfillment, IHYC youth advocates provide outreach to youth living without safe, stable housing. We offer drop in services, three meals, and basic needs services.

-Emergency Beds:

A hub of crisis counseling, service referrals and emergency need fulfillment, IHYC youth advocates provide outreach to youth living without safe, stable housing. We offer drop in services, three meals, and basic needs services. For youth (age 18-22) who have an urgent need for housing, the Youth Opportunity Center offers nine low-barrier, single bed units. Youth may stay for up to 30 days while working with IHYC youth advocates to meet immediate needs and plan their next step towards self-sufficiency. Additional onsite services include mental health services: individual and group sessions, art studio, and computer lab.

Supportive Housing:

Our Supportive Housing programs offers youth safe housing and a chance for so much more. A case manager works with each youth to set and achieve goals related to education, employment, safe housing, life skills and positive community engagement. Support, information and referrals are provided 24 hours a day.

- **Lighthouse Transitional Living Program:**
 - Up to 10 homeless young families (age 16-25) and their children can live at the Lighthouse for up to two years. While in the program, these youth receive not only a safe living environment, but also assistance in life and parenting skill building. Participants are supported in learning about parenting, child development, nutrition, wellness and childcare. While at the Lighthouse, young parents are encouraged to complete or further their education, maintain regular employment and place a portion of their salary in a savings account to use after leaving the program.
- **Rapid Rehousing:**
 - Twelve youth (age 18-22) and six families/parenting individuals (age 18-25) can move into their own stable housing quicker with IHYC's Rapid Rehousing program. Youth are able to live in their own apartment, while still receiving support from Rapid Rehousing program staff. While in the program, youth will receive rent assistance on a sliding scale, as they work to obtain stable employment at a livable wage and achieve overall self-sufficiency.

IHYC works to eliminate homelessness. Visit iowahomelessyouth.org for more information.



Advocacy:

- **Iowa Aftercare Services Network (IASN):**
 - The IASN addresses the needs of young adults (age 18-21) who have aged out of the foster care system. For those transitioning into adulthood, assistance is provided to develop and achieve individual goals, along with connecting to available community resources. IHYC provides Aftercare services for youth living in Polk County. For more information, visit our dedicated program page dedicated for IASN.
- **Post-Secondary Retention Program (PSERP):**
 - PSERP works with youth as they complete their two-year associate's degree, or a trade certificate. Program components include intensive case management, financial coaching, mentor matching, job search support and a financial stipend. For more information, visit our dedicated program page for PSERP.

DESCRIPTION:

The IHYC Intern will interact with youth 16-25 who are at risk, experiencing homelessness, or unstably housed; providing positive role modeling, caring support and information referrals. Interns will help with supervision of youth, providing information and referral services, partaking in staffing and team consultations, reviewing and revamping handbooks and manuals, evaluating program best practices and policies, and can also include a project where skills or classes are taught to youth.

This position will have the following components:

- -Participating in on one-on-one meetings/case management with staff and youth
- -Helping youth in applying for: jobs, housing, educational programs, state benefits
- -Providing support and positive community engagement to participants
- -Assisting to research best practices and review program criteria by reading and helping restructure manuals, handbooks, and forms used
- -Planning and implementing community engagement activities, coordinating and/or facilitating living skills or volunteer event for youth/staff
- -Developing cooperative relationships with community partners for the programs, and make presentations to the community to educate as well as promote services and potentially make asks for volunteers or donations

This position may include traveling the streets of Des Moines in the Street Outreach van assisting homeless and runaway youth with emergency food kits, survival kits, clothing and blankets

Location: Des Moines, IA.

Compensation: This is an unpaid position. Intern does receive parking pass for downtown parking.

Job Duties:

- Develop positive relationships with clients
- Effectively communicate with staff and collaborators
- Build and maintain awareness of IHYC and community resources
- Actively participate in staff meetings
- Observe and assist with facilitation of programming
- Research current trends impacting homeless youth/families between the ages of 16-25 years old.
- Helping with living skills classes and setting up quarterly volunteer events
- Review, analyze, and if needed revamp forms used, manuals, program handbooks, job descriptions
- Help participants complete forms and applications
- Financial budgeting with participants
- Help with intakes and discharges
- Help with various office tasks

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VOLUNTEER



- Attend team meetings and other community meetings
- Gather donations for activities for participants
- Plan activities for participants
- Go to Food Bank with staff/help put food away
- Assist with duplex checks
- Sit in on weekly meetings with case manager

Knowledge, Skills, and Abilities:

- Proficient computer skills
- Strong interpersonal, communication and relationship building skills
- Organized
- Flexible
- Creative and energetic
- Accepting of all clients
- Valid driver's license and automobile insurance
- Access to reliable transportation.
- Ability to obtain CPR/First Aid certification within 30 days of orientation

Education Qualifications:

- Undergraduate students studying: Social Work, Human Services, Child, Adult, and Family studies, Sociology, Psychology, Women's/Gender Studies, Education, Writing, Political Science, or other related helping fields
- Junior or Senior level required

Training & Supervision:

- Must attend an orientation to cover IHYC/YSS policies regarding confidentiality, drug-free work environment, and child abuse reporting
- Will be invited to attend any IHYC All-Staff trainings that are available during internship period
- Will attend weekly team meetings to stay up to date on the clients served and their case plans
- IHYC Intern is supervised by the Development Coordinator and assigned program coordinator. Weekly supervision sessions will be provided

Time Commitment/Requirements:

- Minimum of 15-20 hours a week
- Must report hours on YSS Volunteer Database regularly through internship

HOW TO APPLY:

Individuals interested in ongoing volunteer service at YSS must be approved by the agency prior to participation. The application process to become an ongoing volunteer may take several weeks and includes the following steps:

- Go to www.yss.org/get-involved
 - Find the "Internships" section
 - Click the "Submit your application by clicking here" link
- Create a MyVolunteerPage.com account
- Volunteer training/orientation (includes background check)
- Reference checks and interview

Questions:

Betsy Penisten // Development Coordinator

612 Locust Street / Des Moines, IA 50309

P: 515-883-2379 Ex: 8614 / W: www.iowahomelessyouth.org

BPenisten@yss.org

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