



## Impact Interns: Summer 2021

### Organization Information

Organization Name:	Community Advocates for Family & Youth (CAFY)
Address:	P.O. Box 4419, Capitol Heights, MD
Website:	www.cafyonline.org
Organization Description:	Founded in 2003, Community Advocates for Family & Youth (CAFY) a nonprofit organization was established to minimize the impact the judicial system has on children. CAFY was built on the founder's passion to help children who through no fault of their own had to provide testimony in adult court.
Intern Supervisor: (Name, title, email)	Kayla Smith/Arleen Joell

### Position Description

Internship Time Period (include projected dates):	<input checked="" type="checkbox"/> Summer 2021 Internship dates: June-August 2021
Hours Per Week:	40
Number of Weeks:	Four weeks a month
Undergrad/Grad Intern eligibility:	<input checked="" type="checkbox"/> Graduate <input type="checkbox"/> Undergraduate
Internship Description and Duties:	<ul style="list-style-type: none"> <li>• Design a baseline study questionnaire and methodology for the SAFFUTURES and other projects implemented by CAFY</li> <li>• Help design tailored qualitative and quantitative data collection tools to measure project performance against indicators.</li> <li>• Conduct a thorough research on the development of a Youth Empowerment Program (YEP). The research should touch on program feasibility including a brief on youth needs (Opportunity Youth), identification of partners, documenting the need and evaluating the potential impact.</li> <li>• Take a lead on developing training guides on M&amp;E for project (CAFY) staff</li> <li>• Help CAFY team in collecting and analyzing data to assess progress towards project targets and milestones, including disaggregating (by race, age, gender).</li> </ul>



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	<ul style="list-style-type: none"> <li>• Write stories and highlights tailored to different audiences to show progress and results</li> <li>• Help CAFY to develop logical framework for the various projects/programs</li> <li>• Perform other related duties as assigned by the supervisor(s)</li> </ul>
<p>Description of long-term project the Impact Intern will lead or substantively contribute to:</p>	<p>CAFY will have a robust M&amp;E system in place.</p>
<p>Qualifications and/or skills desired:</p>	<ul style="list-style-type: none"> <li>• Bachelor degree in social science or any other related field is required</li> <li>• Motivation and (some experience) designing and carrying out M&amp;E studies, reviews and/or evaluations.</li> <li>• Motivation and experience designing and applying qualitative and quantitative data collection tools.</li> <li>• Demonstrated teamwork skills and ability to work effectively with a diverse group</li> <li>• Strong analytical report writing skills and excellent communications skills in English.</li> <li>• And bilingual students are encouraged to apply.</li> </ul>
<p>This position requires specific clearances, background checks, or specific documentation upon hiring.</p>	<p>The position will require reference check as well as proof of graduate studies.</p>
<p>The following information is required from the intern:</p>	<p><input checked="" type="checkbox"/> Resume  <input checked="" type="checkbox"/> Cover Letter  <input checked="" type="checkbox"/> Writing Sample  <input type="checkbox"/> Other: _____</p>
<p>Interviews will be conducted via the following methods:</p>	<p><input checked="" type="checkbox"/> Zoom  <input type="checkbox"/> Google Hangouts  <input type="checkbox"/> WebEx  <input checked="" type="checkbox"/> Other: __ Google Meet__</p>