Company Description:

United Way fights for the education, health, housing and financial stability of every person in Orange County. Our mission is to improve lives and envision a community where, every Orange County youth will receive a high quality and relevant education; families will have the capability to become financially stable; the next generation in Orange County will be the healthiest in the nation; and homelessness for children and their families has ended. Our goals fall into four focus areas:

- Education: Cut the high school dropout rate in 1/2
- Income: Reduce the percentage of financially unstable families by 25%
- Health: Increase the number of healthy children by 1/3
- Housing: Cut the number of homeless and housing insecure children in 1/2

Orange County United Way Education Intern Position:

This position will involve supporting the Orange County United Way (OCUW) Education team in their roles and duties in promoting early grade literacy and work-based learning programs in Orange County, as well as taking on projects to contribute to the goals and impact of the Education team’s programming. The Education Intern will be required to attend OCUW community events, meetings, and work with elementary, intermediate, and high school students.

As an intern for the OCUW Education team, your role will consist of:

- Participation in field work with students on school campus or at business site visits.
- Participation on conference calls, team meetings, organizational meetings, off-site events, field trips, and all other activities with the OCUW Education team.
- Conduct research and organize data on the community impact of the OCUW Education team.
- Support and lead presentations during classroom visits and other off-site events.
- Shadow established professionals in their roles within the OCUW Education team.
- Assist the OCUW Education team in various tasks, such as event coordination and research, as needed.
- Help coordinate a successful county wide annual book drives in conjunction with education partners.
- Promote family engagement and leadership in developing healthy reading habits at all community events.
- Assist with communication of educational events through multiple social media outlets, e-newsletters, blogs, etc.
- Participate in professional development activities within the organization.

As an intern for the OCUW Education team, you will build and strengthen your skills in:

- Public speaking
ORANGE COUNTY UNITED WAY
INTERNSHIP ANNOUNCEMENT

- Data analysis
- Decision making/problem solving
- Written communication
- Event management and coordination
- Computer Skills: (Microsoft Word, Microsoft Excel, Google Documents, Google Sheets, and Google Forms)
- Interaction with students (Children and Adolescents)

The role of an OCUW Education Intern will directly impact students' lives and contribute to their success in education and career. You will gain insight into the groundbreaking Work-Based Learning work that OCUW does to implement solutions and support to social issues in Orange County. This position will focus on impacting the education goals of the OCUW.

Internship Requirements:

- Must be enrolled in college
- Bilingual; English/Spanish or English/Vietnamese strongly preferred

Application Process and Inquiries:

Orange County United Way
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