

# The Family Center/ La Familia

## Family Strengthening Service or Early Childhood Ed.

309 Hickory St.  
Fort Collins, CO 80524

### Site Contact:

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### Description of Agency:

The Family Center/ La Familia is a high-quality, non-profit, bilingual family development agency that provides support, education, and information to all families who desire to improve the quality of their lives. Located in North Fort Collins, TFC/LF consists of three main branches: *El Nidito* early childhood care and education, *Read, Learn, & Explore After School Program and Summer Camp*, and Family Strengthening / Adult Education Services including the Parents as Teachers home visitation program.

**Description of Population:** The Family Center/ La Familia serves all families desiring to improve their quality of life. Traditionally, we serve many immigrant families in North Fort Collins, in particular mono and bi-lingual Spanish-speaking families from Mexico and Central America. We serve a wide range of socioeconomic families based on a strength based family development model. Low-income families have the advantage of connecting to local resources and services through our Family Development Coordinator.

**Requirements and expectations for Interns:** A strong interest in learning, social justice, open minded thinking, flexibility, ethical behavior, and dependability are foundational characteristics for a successful internship. Based on the student's professional interests, skill set, and desired career path our volunteer coordinator will help candidates identify an appropriate internship match.

For those interested in strength based family development services, placement with the Family Development Coordinator (community access and referral), a Family Advocate (home visitation through Parents as Teachers), or the Health & Wellness Advocate would expose the intern to specific programming and community outreach techniques. For students interested in child development, placement with *El Nidito* (infants and children ages 6 weeks to 5 yrs.) or the After School and Summer Youth Enrichment program would provide exposure to the many educational (e.g. Teaching Strategies Gold, CPP, Early Head Start) and licensing changes (Colorado Shines) related to state of the art bilingual early childhood education.

### Requirements – Position specific

#### Family Strengthening Services

- **Family Advocate Intern**
  - Sensitivity to and cultural competence with diverse families
  - Spanish speaking
  - Knowledge of family systems
  - Willingness to shadow home visitation for Parents as Teachers programming
  - Ability to work with groups of children during family group programs
  - Consistent, dependable, willing to work occasional evenings or Saturdays
  - Clear background check
  
- **Health & Wellness Program Intern**
  - Sensitivity to and cultural competence with diverse families
  - Interest in promoting healthy living through cooking classes, gardening, exercise and other targeted programming (experience preferred)
  - Ability to work with groups of children
  - Consistent, dependable, willing to work occasional evenings or Saturdays
  - Clear background check
  
- **Family Development Intern**
  - Sensitivity to and cultural competence with diverse families
  - Client Intake & Data Entry
  - Community Outreach
  - Prefer Spanish speaking
  - Consistent, dependable, willing to work occasional evenings or Saturdays
  - Clear background check

### **Child Educational Services**

- **El Nidito Early Learning**
  - Ability to apply Early Child Development theory to daily classroom activities and adapt to the individual needs of the children
  - Previous experience working with children in relevant age range is preferred
  - Ability to adapt curriculum to meet the needs of all children including at risk, special needs, gifted, and culturally diverse.
  - Spanish language experience is helpful but not required. Interns must be comfortable working with linguistically diverse children, families, and staff
  - Clear background check
  
- **Read, Learn and Explore After School and Summer Enrichment Program**
  - All El Nidito requirements apply to
  - Previous experience working with youth in elementary or middle school in a classroom or camp setting is preferred
  - Clear background check

### **Expectations**

- Create a safe, warm, nurturing environment for children and families
- Communicate in professional and friendly demeanor with staff, families, children

- Perform internship in accordance with Family Center/La Familia rules and Code of Conduct.
- Adhere to professional behavior at all times including, confidentiality, communication with site supervisor regarding any issues, conflicts, or any ethical dilemmas, and refraining from personal business while at TFC/LF

**Duties will be determined according to Specific Internship Placement. Examples include:**

- Job shadowing other agency positions
- Serving as an ambassador to the public on behalf of our agency
- Representing the agency at meetings and events (community outreach)
- Educators may:
  - Contributing to curriculum development and assist in supervising activities
  - Assist lead teachers in maintaining a safe, sanitary, and enriching classroom
  - Assist in supervising children throughout routine daily schedule (naptime, meal time, outdoor time, etc.) and during adult education classes and workshops. Interns working with school age children will assist children with homework as well.
- Data intake and entry
- Home visitation.
- Help develop, schedule and maintain adult education classes such as English as a Second Language, basic computer, nutrition, legal rights, community garden and much more
- Occasional light cleaning and organization to maintain facility appearance
- Other task opportunities may include: tutoring and mentoring, front office / administrative assistance, public promotion projects and special events, grant research and development tasks

**Potential Drawbacks**

- Must be task oriented, self-directed yet respectful of agency systems and authority
- Working with young children can be stressful. Some of the children and youth we serve have been through traumatic events in their lives that affect their behavior and emotional development. Interns must be prepared to be a calm, positive presence in their lives

**Other Information of Which to be Aware**

- El Nidito operates 6:30 AM – 6:00 PM, Monday through Friday
- Our After School program runs from 3:30-6 PM, Monday through Friday during Poudre School District Calendar, and our Youth Summer Program is from 8 AM – 5 PM during June and July. Interns interested in experience with school age children would commit to blocks of time throughout both programs.
- Some Adult Education Programs run from 6PM – 8PM during the work week
- Interns will create their consistent schedule with their mentor, and are expected to adhere to agreed upon hours in order to meet the needs of the intern and the organization
- The Family Center/La Familia is ~3 miles north of CSU and is located on the Transfort bus lines and bike paths, making it accessible to those without cars.