

Education Internship

The Adult Education program is offered by the Arc of the Capital Area. We offer post-secondary education where people with intellectual disabilities spend time each day working on furthering their independence together. We are looking for a motivated and creative education intern who is available between 8:30am-2pm, 15-20 hours a week during the summer of 2019. Flexibility discussed upon request. This is an unpaid internship.

Job Duties

- Work with clients one on one, assisting them with their classwork.
- Assist Instructors in creating and assessing curriculum.
- Assist in implementation of lessons.
- Assist Director of Art and Education with administrative tasks and others as needed.
- Attend events shows held by the education team.

Skills and Experience

- Experience or interest in education.
- Experience or desire to work with people with development and intellectual disabilities.
- Preferably a student studying Human Development, Education, Social Work or a related field.
- Computer skills: Familiarity with Microsoft Word, Outlook, and Excel.

Contact Leah Marsden, Volunteer Coordinator, at lmarsden@arcofthecapitalarea.org to submit a cover letter and resume.