



South End Children's Cafe

Fall Semester Interns Needed

Albany, New York 12202

A new and exciting program is opening on November 2, 2015 in the South End of Albany, New York called the South End Children's Cafe. The mission of the South End Children's Cafe is to impact hunger, food insecurity and food equality, enhance academic success and positively influence the physical and mental health of children living in the south end of Albany, New York by offering free, healthy dinner time meals along with academic enrichment, tutoring, mentoring, job readiness training and participation in the arts during non-school hours.

Tracie Killar, the Director of the program, is seeking interns to assist with the success of the South End Children's Cafe. Interns needed include:

Communications Intern interested in all aspects of communications and public relations.

Program Coordinator Intern working directly with the children after school (3 – 6pm) and assisting volunteers working on homework, tutoring and workshops and clubs.

Food Service Intern overseeing the kitchen and volunteers during meal preparation (3 – 6pm), assisting with menu planning and ordering and coordinating all aspects of the meal service.

Nonprofit Leader Intern interested in learning many aspects of running a nonprofit agency.

Business Intern interested in assisting with financial accountability, record keeping and working with the fiscal sponsor to assure compliance.

Interns gaining credit hours for their work and interns volunteering for experience are welcome. A commitment of once (or more) a week and 3 hours (or more) a week is needed. Hours of operation for the South End Children's Cafe are Monday – Friday, 1pm – 7pm, and Internships may take place during these hours.

Our address is 33 Rensselaer Street in Albany. The South End Children's Cafe is inside the Reigning Life Church. Our building is accessible. If you would like to get ongoing information regarding the South End Children's Café, please visit our website at www.southendchildrenscafe.com and join our [list serve](#). Thank you!