



# TREEHOUSE

ENDING HOPELESSNESS AMONG TEENS

## SUMMER INTERN JOB DESCRIPTION

DEPARTMENT: Outreach

REPORTS TO: Area Director

STATUS: Full-Time

CLASSIFICATION: Exempt

WORK HOURS: Flexible with ability to meet programming needs on Tuesday and Thursday evenings

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### ABOUT TREEHOUSE

TreeHouse is on a mission to end hopelessness among teens. Through safe, grace-based environments and one-to-one mentoring, teens build healthy relationships, better coping skills and a sense of purpose rooted in the living hope of Jesus, unleashing untold potential in themselves and their communities. TreeHouse staff are grounded in the core values of GRACE (Growth, Relationships, Authenticity, Community, Empowerment) that determine how we build relationships with donors, partners, volunteers, fellow staff, and teens. TreeHouse serves over 3,000 teens annually across 7 states and is growing to lead the nation in ending hopelessness among teens.

### GENERAL TREEHOUSE STAFF REQUIREMENT

By God's grace, TreeHouse staff live out Christian faith and values in ways that are consistent with the teachings of Scripture and by participating in a fellowship of believers for spiritual enrichment, encouragement, support, and accountability.

### JOB SUMMARY

The Youth Outreach Summer Intern shares the love, hope, and truth of Jesus Christ with hurting teens through mentoring and outreach programs, leading to life transformation.

### ESSENTIAL JOB FUNCTIONS

#### TEEN MENTORING

- Recruit and maintain a careload of 8-15 teens in assigned community
- Meet regularly with careload teens for mentoring and spiritual development
- Help teens manage personal and family crises, including networking with outside professionals and law enforcement as needed

#### YOUTH OUTREACH PROGRAMS

- As part of a staff team, plan, prepare, and set goals for area programs, trips, and activities
- Facilitate weekly support groups, providing hurting teens a safe environment to experience peer and adult support
- Co-lead weekly Going Deeper programs, including teaching spiritual and asset-based concepts, leading games, facilitating discussion groups, and having fun with teens in a large group setting

- Co-lead trips and activities, providing opportunities for teens to have fun, learn about themselves, put their life skills into action, and connect with God and others in a deeper way
- Raise funds for TreeHouse through personal network.

#### SAFETY

- Maintain safety during area programs and activities, and on TreeHouse property; ensure that vehicles are functioning properly, and report any issues to Area Director and appropriate Main Office staff.

#### ADMINISTRATIVE TASKS

- Accurately prepare and submit area and individual youth outreach activity data, time sheets, and expense reports through provided reporting systems in a timely manner  
Perform other duties and responsibilities as assigned

#### QUALIFICATIONS

- Mature faith in Jesus Christ which is compatible with the TreeHouse statement of faith and philosophy of ministry
- Commitment to the Vision, Mission, and Core Values of TreeHouse
- Must have graduated high school at least two years prior to beginning employment
- Experience working with youth, in volunteer or employment capacity
- Valid driver's license, auto insurance, 5+ years' driving experience to meet TH insurance provider requirements
- Strong interpersonal skills; ability to work with individuals at all levels of the organization
- Self-motivated with ability to meet deadlines independently and as part of a team
- Ability to forge positive working relationships with a wide variety of people
- Desire to continue learning and improving skill sets
- Excellent written and verbal communication skills
- Sound judgement and confidentiality