

**Servant Leadership Summer Internship Placement Site
Job Description
Summer 2012**

Organization Name: Clarkston Community Center

Physical Address:

3701 College Ave
Clarkston, GA 30021

Mailing Address (if different):

P O BOX 217
Clarkston, GA 30021

Phone: 404.508.1050

Web site: www.clarkstoncommunitycenter.org

Internship Supervisor:

McKenzie Wren
director@clarkstoncommunitycenter.org

Organization's Mission Statement:

To be a gathering place for art, education, recreation and community building for the residents of Clarkston and greater DeKalb County.

Summary of organization's primary programs and services:

Senior Refugee Program, after school program, teen engagement program, food security, summer camp and youth sports, GED & ESL classes, cultural arts incubator, venue for festivals, cultural events, meetings and classes.

Intern's title:

Youth Coordinator/Administrative Assistant

Number of interns requested by this organization?

One

Internship project/job description:

Assist with youth sports such as open play, arts opportunities, teen group management and planning, special events plus general administrative duties.

Qualifications:

Comfortable working in multicultural environment, comfortable working with teens, willingness to work from non-violence framework to encourage conflict resolution and peace making, independent, self-starter, innovative, problem solver. Sports and/or arts experience helpful.

Other Requirements:

Background check, drug-free

Will the internship require that the student have a car?

Helpful but not required. Driver's license a plus.

Is placement site accessible by public transit or other transportation options?

Yes. Site is on MARTA bus line.