



Internship Opportunity

The Mayor's Office to Combat Domestic Violence is now accepting internship applications.

Position:	Intern, NYC Healthy Relationship Training Academy
Location:	100 Gold Street, New York, NY
Time period:	Fall (Sept.–Dec.), Spring (Jan.–May), Summer (June–Aug.)
Compensation:	Unpaid
Schedule:	Flexible schedule, 10-15 hours/week during business hours

Description of the Office:

The Mayor's Office to Combat Domestic Violence (OCDV) formulates policies and programs; monitors the citywide delivery of domestic violence services; and works with diverse communities to increase awareness of domestic violence. OCDV works closely with community leaders, health care providers, City agencies and representatives from the criminal justice system and to create solutions that are critical to preventing domestic violence in New York City.

The NYC Healthy Relationship Training Academy is an educational program in which trained Peer Educators facilitate workshops on dating violence prevention and healthy relationships for young people throughout the city. Workshops take place at city-funded programs, community and faith-based organizations, after-school programs, and middle and high schools, and non-secure detention facilities. The project includes several evaluation and research components that assess the impact and effectiveness of the educational program.

Intern responsibilities include:

- Flexible schedule, 10-15 hours/week during business hours;
- Assist with supervision of peer educators and workshops of the Academy;
- Provide ongoing feedback regarding enhancement of project activities;
- Assist with developing and preparing materials for target audiences and special populations;
- Conduct data entry for workshop pre- and post-tests;
- Provide assistance for implementing long-term evaluation;
- Attend meetings with OCDV program staff; and
- Other tasks as assigned.

Qualifications:

- Advanced undergraduate or Masters level student;
- Superior writing skills;
- Experience using Excel, Access, and/or SPSS;
- Interest in working with youth and adolescents in an educational context; and
- Self-directed and highly organized.

To apply:

Complete a Mayor's Office Internship Application at www.nyc.gov/intern.

On the last screen, you will be asked questions about how you find out about the internship. Indicate that you are applying to a specific posting for the Office to Combat Domestic Violence.