## Southeast Nebraska CASA Internships

- Spanish Interpreter (Any)
  - o Go through the 30 hours of Training
  - Observe Court
  - o Get Sworn in (if 21)
  - o Interpret for court, team meetings, etc
- **General Intern** (20-35 hours)
  - Go through the 30 hours of training
  - Observe Court
  - o Get sworn in (if 21)
- **General Project Intern** (20 + Hours)
  - Go through short 2 hour CASA training
  - o Create, plan, and complete your own project for CASA
  - o Or Help plan and complete a project that CASA is already putting on
    - Scare at the Fair
- General + Administrative Intern (35 + Hours)
  - o Go through the 30 hours of training
  - Observer Court
  - o Get sworn in (if 21)
  - Office help (scanning documents, organizing, etc)
- Social Media/Marketing Intern (20 + hours)
  - o Professor Peter Koprince (CUNE)
  - Take short 2 hour CASA training
  - o Design social media posts for instagram, twitter, facebook
  - o Help promote events on social media
- **Information Technology Support Intern** (20 + Hours)
  - General computer help
  - Website design and help (work with our firespring website)
  - Create Gage County Website (Wix)

- Executive Director Intern (50 + Hours)
  - o Go through 30 hours of CASA Training, sworn in, observer court
  - Assist ED with anything they may need
  - Learn about grant writing
  - Research grant opportunities

## • Training/Recruitment Director Intern (50+ Hours)

- o Go through 30 hours of CASA training, observe court, sworn in
- Analyze the 30 hour training, help implement new ideas and make it better
- o Create, Plan and implement monthly volunteer trainings
- Help with social media
- Help with recruitment events and strategies
- Analyze our CASA reports to help with recruiting strategies

## • Volunteer Coordinator Intern (50 + Hours)

- o Centered for: Pre-law, social work, non-profit, etc
- o Go through 30 hours of CASA training, observe court, sworn in
- Assist VC with observing court each week
- o Attend FCRB meetings with VC
- o Attend 1184 meeting with VC
- o Meet and greet with DHHS, GAL, County Attorney, etc

Contact us if you want to create your own internship! office@southeastnebraskacasa.org