

### Intern Responsibilities & Expectations

1. Meet weekly with the Brotherhood members
  - a. Come to group meetings every week by 3:15 p.m. and stay until 5:00 p.m.
  - b. Have an activity or group discussion prepared for the group
  - c. Activities must be creative, include motion, and represent a theme
  - d. Make sure necessary materials are brought to the group sessions (sign-in sheet, flyers, pens, materials needed for group activities, etc.)
2. Assist with the Recruitment of New Members
  - a. Identify potential student population that can benefit from school based male mentoring
    - i. 7<sup>th</sup> and 8<sup>th</sup> graders
    - ii. 9<sup>th</sup> graders
    - iii. Males that aren't involved in any type of school and home activity
  - b. Help Brotherhood members create a marketing/recruitment activity
  - c. Help Brotherhood members plan recruitment process
    - i. Invitations
    - ii. Flyers
    - iii. Announcements
    - iv. Elevator speech
  - d. Help Brotherhood members plan Recruitment meetings for month of September
    - i. Plan a 30 minute event with activities
    - ii. Will snacks be served
    - iii. Will music be provided
    - iv. Will ice breakers be provided
    - v. Will trinkets/marketing gifts be provided
    - vi. Will there be an outside activity/field trip
3. Establish professional therapeutic relationship with assigned caseload during the school day
  - a. Contact and meet with students on your caseload regularly on their lunch periods and/or after school (this will require you to find the students)
  - b. Set clear professional boundaries with students
  - c. Provide individual academic, career, and social/emotional counseling to students
  - d. Document notes from individual sessions
  - e. Provide monthly report to Dr. Wyatt
4. Chaperone local and out of state (overnight) field trips/college tours
5. Collect Profess, Perception, and Results data
  - a. Assess the Brotherhood Goals with Pre, Mid, and Post Tests
  - b. Continually take formal and informal notes from individual sessions, group sessions, and general interactions with students to contribute to data for the Brotherhood

6. Meet with the Brotherhood Volunteer Team for collaboration
  - a. Communicate, consult, and collaborate with Dr. Wyatt and volunteers regarding Brotherhood members, activities, field trips, issues, concerns, etc. on a weekly basis via phone, email, and in-person meetings.
7. Create activities that support the clinical, coping mechanisms, and skill development components of the curriculum
  - a. Facilitate activities on topics such as leadership, interpersonal/intrapersonal development, responsibility, academics, conflict resolution, cultural identity, etc.
  - b. Activities should teach valuable lessons, promote teamwork, and assist students in thinking creativity or “outside the box”
  - c. Activities should help students positively cope with clinical issues such as anxiety, depression, identity confusion, behavior management, self-esteem, etc.
  - d. Volunteers should help students reflect and process the ideas, values, worldviews of others in the group
  - e. Arrange off-campus enrichment activities that offer experiential learning opportunities: college tours, trips to historical museums, bowling, community service, etc.
8. Assist the members in learning how to become leaders
  - a. Give various members specific responsibilities on behalf of the Brotherhood
9. Assist in marketing the Brotherhood
  - a. Write blurbs about Brotherhood events and other positive things about the Brotherhood to be included in local newspapers
  - b. Update the Brotherhood website
  - c. Network and communicate with people who could potentially provide a service to the Brotherhood (donations, presentations, etc.)
10. Research grants, corporate donations and other fundraising opportunities
11. Collaborate on scholarly activities, research, and professional presentations
  - a. Write one page report for the monthly Brotherhood, Inc. newsletter

Volunteers who are interested in assisting with the Brotherhood must:

1. Enjoy working with adolescents
2. Be familiar with developmental theories (Erikson, Kohlberg, and Piaget)
3. Understand multicultural dispositions: teenage culture, socio-economic status, race, ethnicity, disability, sexuality, and religion/spirituality
4. Have an open mind
5. Be a team-player
6. Be an Innovative Thinker
7. Possess Computer Skills: Microsoft Word, Power Point, Excel, Publisher, and basic Internet knowledge