Ben’s Bells Camp Kind & Education Intern – Summer 2019

The mission of Ben’s Bells is to teach individuals and communities about the positive impacts of intentional kindness and to inspire people to practice kindness as a way of life.

Recent research demonstrates that kindness benefits our physical and mental health, and that recognizing kindness in others increases a person’s happiness and satisfaction. But just as solving a calculus problem requires advanced math skills, the challenges of daily life require advanced kindness skills. By focusing on kindness and being intentional in our personal interactions, we can improve our ability to connect. The mission of Ben’s Bells is to inspire individuals and communities to engage in kindness education and practice. For more information on the organization, visit www.bensbells.org.

Position Summary
Reporting to the Director of Education, the Ben’s Bells Kindness Education Intern will also work with our Camp KIND Instructor to support our educational programming, specifically focusing on Camp KIND 2019. The Intern will also work with Kind Campus and educational programming and outreach more generally. Intern will learn about working in a non-profit organization, and will support education programs and outreach in the Tucson community and beyond.

Timeline
May 13, 2019 – August 2, 2019. NB: Start and end dates are flexible, with the required time period running May 27, 2019 – July 3, 2019.

Responsibilities
The Education Intern is responsible for supporting our kindness education programs, with special focus on assisting our lead instructor for Camp KIND, as well as supporting Kind Campus and educational outreach. Through this position, our Education Intern will learn about the research and evidence-based practices that comprise our kindness education programs. As research has shown, these crucial social-emotional skills empower students during their school years and throughout their lives. Duties include:

- Serve as teacher’s assistant for Camp KIND instructor, helping with activities and supervision of 10-12 campers per week.
- Support instructor and help facilitate Camp KIND drop-off, pick-up, and daily activities Monday-Friday, 8:00-12:30 during the following weeks:
  - June 3-7


- June 10-14
- June 17-21
- June 24-28

- Observe Kind Campus-informed camp planning, management, and learning
- Learn about pro-social and kindness skills practiced in Kind Campus
- Provide feedback on kindness education activities for school-age groups (Kindergarten – 3rd grade)
- Provide assistance for Kind Campus materials for 2019-2020 school year
- Serve as Spokesperson at 2-4 community events, doing community outreach through tabling and information sharing about our mission and programs
- Support Social Media and outreach/communications for Education Department
- Participate in bell distribution
- Other duties as assigned

Qualifications
- Computer technology not provided; must provide personal laptop

Essential Skills and Abilities
- Responsible, punctual, and detail oriented
- Excellent verbal and written communication skills
- Interest in the practice of intentional kindness, K-12 educational programming, and community education
- Interest in non-profit development and outreach
- Ability to work with a diverse team
- Flexible perspective and willingness to engage in self-reflection and metacognition
- Knowledge and skills using Microsoft Word and Excel
- Comfortable with multiple social media platforms

How to Apply
Please visit www.bensbells.org/careers to submit a resume, cover letter, and two professional references. This position remains open until filled.