HDFS INTERNSHIP SITE INFORMATION SHEET

Organization Name: Nevada Coalition to End Domestic and Sexual Violence

Contact Person
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Internship Site Information:
Nevada Coalition to End Domestic and Sexual Violence provides statewide advocacy, education and support of front-line organizations that help those impacted by domestic violence. NCEDSV supports Nevada's direct-service organizations that help serve victims of domestic violence and their families as well as work to create social change and eradicate the core issues of societal oppression. NCEDSV supports its member organizations by providing resources, assisting them in finding financial resources to maintain operations, and providing educational opportunities for staff, board members, and volunteers, ensuring access to best practices.

NCEDSV provides a resource library, advocacy training, and technical assistance to many of Nevada’s domestic violence programs. Its purpose is to help Nevada’s communities respond effectively to the needs of victims of domestic violence.

Students who are interested in internships at NCEDSV have many opportunities to highlight and expand their skills while meeting goals & objectives of their course work at UNR. Our office is open Monday-Friday from 9:00AM-5:00PM. Evening and weekends are not usually part of the schedule. Depending on assignments, travel may be a part of their learning, but mileage will be reimbursed. Our expectations for interns is to join us a partners in their learning, project professionalism, and be open to new and exciting challenges as we work to support survivors, their children and community-based advocacy organizations across Nevada.

Number of Internships Available: 1-2

Student Requirements:
1. Willingness to learn and take on new tasks that are in line with university requirements
2. Work with site administrator as a partner in their learning and once a partnership is established keeping them informed sharing successes and challenges with their work assignments
3. Professionalism
4. Self-starter; minimal direction
5. Expertise in Microsoft Suite - Word, PowerPoint, Excel, etc.

How will student obtain this internship position?
Make initial contact by email with site administrator sharing their overall reasons for interest in this internship. Schedule an interview with site administrator and bring a resume showing work experience and course work with a career goal. Following an interview, the student may know immediately if they have been accepted as an intern.

Completed 5/10/2017