



Winter 2021 Internship

Soliya Internship Program

We are currently seeking candidates who are interested in supporting our quality control system for successful implementation for our winter 2021 internship program. The intern will have the opportunity to gain first-hand experience in communications and working with a team on a pilot program.

Quality Control & Evaluations Internship

As the Quality Control and Evaluations Intern you will be an active member of the First Year Connect Program Team working to ensure quality programming and a great experience for students and facilitators alike. The intern will learn about Soliya's quality control processes, facilitation skills, as well as learn about coaching and observation. Tasks include, but are not limited to; database entry and operations support, brainstorming for quality control purposes through weekly meetings. As an intern you will be required to participate in the coach induction, facilitate 1-2 groups, coach one pair of facilitators, participate in community discussions, events and support systems.

If you are passionate about our mission and have a desire to expand on your skills in dialogue, consider interning with Soliya. As a key member of the 1st Year Connect Program team you'll be involved in behind the scenes program operations, expand your knowledge of intercultural facilitation and develop your skills working in an international virtual work environment.

We're looking for a candidate who has an eye for detail; is able to work both as a team player and perform independently; is organized and has great writing skills. **You must have at least 1 semester of facilitation experience with Soliya**, computer skills and literacy in working with both Microsoft Office Suite and Google Drive.

The Internship will run between December and February (dates flexible for the right candidate). You'll work an approximate 2 -5 hours a day (15- 20 hours a week), working hours are flexible to some extent, depending on time zone and should at least have some overlap with Program hours (Mon-Thurs 9:00am- 6:30pm EST). This position can be done remotely.

Eligible and interested candidates apply before **Friday, November 20th** by going to the Soliya Website and click on apply.

Please have your cover letter and resume ready to upload and indicate in your cover letter your unique skills and experiences. Please also describe in your cover letter how you would fit into this specific Soliya internship.

For any questions, please contact marie@soliya.net directly.

The internship is unpaid, but school credit is available.