



Have you ever wanted to help change the world by working with children and families?

Come join our team at Mountainland Head Start, Inc.! We have a social media internship open currently and several internships with families and/or children open for Fall and two open for Spring/Summer. MHS is looking for interns who are innovative, self-starters, outgoing, great with people, dependable, and sensitive to the needs of families and children. Internships are unpaid and interns are welcome to work anywhere from 5-20 hours per week, depending on their availability. Some travel may be required around Utah Valley or the Heber or Nephi areas.

Qualifications: Some undergraduate work in the social sciences or education is required, and Spanish fluency in reading, writing, and speaking is preferred. Please see below for internship descriptions and success stories from previous interns. If interested, please send me your resume and cover letter at cjenkins@mountainlandheadstart.org. Thank you for considering Mountainland Head Start!

Social Media Intern Duties (F,W,SS)

- Interns for 3-5 hours per week and can frequently work from home
- Generate ideas for growing social media attention
- Create posts for Facebook, Twitter, and other SM platforms (helps to be familiar with online software like Canva)
- Work with MHS staff members to help create posting strategies and gather content
- Prep posts for daily posting to all SM platforms currently in use by MHS – make sure they are all posted
- Keep informed of MHS activities and events to post about them
- Work directly with the Community Outreach Coordinator to strategically plan SM outreach for MHS
- Preference will be given to those who can stay longer than one semester

Family Advocate Internship (F,W)

- Attend/assist with home visits
- Make appointments with families
- Enter data for families and children into Child Plus
- Translate documents or interpret at parent meetings
- Occasional office work - filing, copying, etc.
- Help in additional areas if needed
- Child care (if needed during appointments)
- Track hours and tasks completed on a monthly basis
- Bring new and innovative ideas of how to best help families and children

Education Internship (F,W)

- Learn Conscious Discipline program, a curriculum which helps teach children how to manage their emotions, thoroughly and independently



- Once learned, help implement the Conscious Discipline program in 1-3 classrooms by teaching 10 lessons throughout the semester
- Work directly with teachers and students in the classroom
- Assist in the classroom with classroom activities
- Assist with field trips
- Become a classroom reader
- Help with classroom events
- Help bilingual children

Dual Language Internship (F,W,SS)

- Create cultural experiences that help children/families feel validated within their culture
- Teach one-on-one language principles to children in their home language and English
- Develop skills with intercultural competency
- Interact with children to promote dual language skills
- Facilitate and translate activities and experiences for children and families
- Find and compile resources to enhance current dual language curriculum
- Communicate with staff regarding the progress of children in their dual language skills
- Utilize professional communication skills

Enrollment Internship (F,W,SS)

- Contact agencies to set appointments for presenting on recruiting
- Present at these different agencies about MHS and recruitment
- Analyze data and design a plan for recruitment of underrepresented populations
- Coordinate placement of recruitment materials at local agencies
- Deliver recruitment materials to programs and agencies
- Find and sign up for parades and community fairs MHS can participate in with a float or an information table (mainly summer opportunity)
- Call MHS families and sign them up to participate in summer recruitment events

Success Stories

Family Advocate Internship: I loved being a Family Advocate intern. With my skills in Portuguese, Spanish and Family Life studies, this internship was THE perfect fit for me. I got a great range of experiences as I worked with five different Family Advocates in Provo. I really feel like I got to see what real life was like as a Family Advocate. I love working with the families, the children and the community. Mountainland Head Start does so much to help these families, and I love that I got to be a part of it. As a (wonderful, big) side-note, my internship here at MHS helped me desire to apply for and be accepted to be a Family Advocate for the upcoming school year! I am so grateful for the staff, families and friends I have already made along the way. -Courtney



Education Internship: Interning for Mountainland Head Start in the Lehi preschool classrooms was an amazing experience for me where I gained new skills in working with children, problem solving, and teaching. I loved the opportunities I had to challenge myself through making up lesson plans for the preschoolers and I enjoyed observing the great teachers in the classrooms. Through observing they taught me a lot and showed me new ways to interact with and help preschool aged children. I gained such a love for seeing the children grow and develop. I look forward to continuing in this field for many years because of this wonderful opportunity. -Chandler