



## **JOB DESCRIPTION**

### **TITLE:**

Intern, Washington DC Community Initiative

### **RESPONSIBILITIES:**

OPAF seeks an energetic, team-minded college student to assist in further development of a Martin Luther King, Jr.-related educational initiative for diverse groups of young people who are undergoing physical rehabilitation at the Hospital for Sick Children (HSC) in Washington, DC. Through creation of a unique learning environment with the hospital setting, OPAF helps to bring to HSC's young patients social interaction and degrees of learning and personal achievement that they might not otherwise encounter during the course of rehabilitation.

Activities will involve group readings, craft making and craft exchanges among the children, and creation of a learning resource center in the hospital, all of which will engage the subjects of peace, diversity, tolerance, and human rights as reflected in the words of Dr. King.

Chief responsibilities will include, but are not limited to:

- Planning lessons and activities;
- Helping to identify best resources;
- Maintaining a detailed log/diary of experiences at HSC; and
- Preparing a report at the end of the semester detailing and evaluating the experience.

### **REQUIRED SKILLS:**

The ideal candidate for this position will be a self-starter who enjoys working independently and who possesses a demonstrated interest in (and/or college studies that have focused on) education, community service, and/or social work. Priority will be given to applicants with direct experience working with young people in an educational/recreational setting.

### **ADDITIONAL QUALIFICATIONS:**

Excellent written and verbal English language skills; strong people skills; flexibility; sense of humor; detail-orientation; strong time-management and organization skills; strong work ethic and sense of initiative and accountability; comfort working independently as well as part of a diverse team of fellow interns, full-time staff, and volunteers; and a passion for learning.

### **EDUCATION REQUIREMENT:**

Undergraduate/graduate students, recent college grads, or commensurate experience.

### **COMPENSATION:**

Interns receive a modest stipend of \$500 per semester and benefits include a Metro-accessible Downtown-DC location in the heart of the nonprofit community, numerous educational opportunities, free use of the building gym, casual dress, and a collegial working environment.

**TO APPLY:**

Send resume, cover letter indicating academic, professional, and/or personal experiences relevant to this position and to OPAF's mission, three references, and a writing sample of no-more-than five pages to Julie Besaha via email ([jab@opfund.org](mailto:jab@opfund.org)). PLEASE NO PHONE CALLS. Only candidates selected for interviews will be contacted.

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The Orthotic and Prosthetic Assistance Fund, Inc. (OPAF) is a national, 501(c)(3), (nonprofit) charitable organization and the official philanthropy of the U.S. orthotic and prosthetic community. OPAF aims primarily to enable individuals with physical disabilities – especially those served by members of the orthotics and prosthetics community – to enjoy the rewards of personal achievement, physical fitness, and social interaction. Visit OPAF on the web at [www.opfund.org](http://www.opfund.org).

OPAF is committed to fair treatment of our valued employees. OPAF's Equal Employment Opportunity (EEO) policy supports Federal and Local EEOC legislation ([www.eeoc.gov](http://www.eeoc.gov)).

OPAF is an equal opportunity provider and employer. OPAF does not discriminate in its programs, activities, hiring practices, promotion, benefits, retirement, and any and all other instances on the basis of race, color, religion, national origin, sex, gender expression, age, marital status, personal appearance, sexual orientation, family responsibilities, physical or mental disability, or political affiliation. OPAF prohibits harassment on any grounds.

OPAF values diversity as it strives to assemble and empower superior individuals in the name of the U.S. orthotic and prosthetic community; every effort is made to reach out to diverse communities not only in the National Capital area, but also throughout the U.S.