2019-2020 ADVANCED FIELD STUDY
POTENTIAL PLACEMENT OPPORTUNITIES

Boys & Girls Clubs of Garden Grove
Council on Aging - Southern California
Girls Inc. of Orange County
Global Connect @UCI
GOALS (formerly Disney GOALS)
Higher Ground Youth & Family Services
Human Options
Jamboree Housing Corporation
LGBT Center Orange County
Project Hope Alliance
Project Youth Orange County Bar Foundation
Santa Ana Zoo
Save Our Youth (S.O.Y)
Seneca Family of Agencies - GAIT Program
Share Our Selves
United States Postal Inspection Service
Veterans Legal Institute

*Scroll through document for descriptions of opportunities*
Boys & Girls Clubs of Garden Grove is looking for Health Science Interns! We have internship opportunities great for those interested in working with children, adolescents and families! Health Science Interns volunteer at after school program sites to provide homework assistance, develop and implement program curriculum and health & fitness activities, implement classroom management, and assist our staff supervise members during programming (20:1 ratio). Serve as a positive role model and establish meaningful relationships that will encourage and motivate youth participation!

Mission: To enable all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens.

Added Benefits:
- Room for growth & training opportunities!
- Weekends & holidays off!
- Flexible hours!
- Impact youth in the community!

Location: One of our elementary, intermediate or high school sites within Garden Grove Unified School District.

Qualifications: Must be at least 18 years of age HS diploma or equivalent Currently enrolled in college Must clear screening and background check

It Starts With You! Apply Today! Send your resume to volunteer@bgcgg.org

BGCGG provides equal opportunity for all interns and volunteers and does not discriminate on the basis of race, color, national origin, religion, gender, age, veteran status, political affiliation, sexual orientation, gender expression, gender identity, marital status, or disability (in compliance with the Americans with Disabilities Act) with respect to internship or volunteer opportunities.
Agency Overview/Mission: Promoting the independence, health and dignity of older adults through compassion, education and advocacy.

Possible Projects for AFS Students: Outreach and presentations in the community. Program development and training.

Day-to-day Assignments/Responsibilities for AFS Students: Admin support, communications with program participants, individual reports, supervision.

Skills/Knowledge Students will develop: Communication, public speaking, organization, time management, problem solving.

Skills, Knowledge, Abilities and Interests Required: Knowledge of MS Word, Excel, and internet research, excellent communication and customer service skills, self-motivated and self-starter, sensitivity toward older adults and persons with disabilities, access to transportation and a telephone, professional demeanor  Background Check is required and FREE to students when completed with OC Sheriffs.
Girls Inc. of Orange County
www.girlsinc-oc.org#http://www.girlsinc-oc.org#
1815 Anaheim Ave
Costa Mesa, CA 92627

Stephanie Mendoza, Volunteer Services Manager
smendoza@girlsinc-oc.org|714-597-8602
Open Hours: Monday through Friday, 9am-5pm
Background check required? Yes. No cost.

Agency Overview/Mission: Girls Inc. of Orange County is an affiliate of the Girls Inc. national organization, the nation’s leading research and evaluation organization on issues pertaining to girls and young women. The mission of Girls Inc. is to inspire all girls to be strong, smart, and bold. We put our mission into practice through the Girls Inc. experience that equips girls to navigate gender, economic, and social barriers and grow into healthy, educated and independent adults.

Possible Projects for AFS Students: Assisting with development and facilitation of Teen Programs such as College Bound, working directly with youth participants in various programs in Orange County, supporting the Volunteer Services Department engaging in community outreach and fund development.

Day-to-day Assignments/Responsibilities for AFS Students: Work with College Bound Coordinator to ensure participants are receiving quality programming that meets their developmental needs. Assists with curriculum design, lesson preparation, organization, etc. Represent and promotes Girls Inc. in a professional manner at local community outreach events, school sites, and in communication with partners, parents, etc. Maintains accurate/required paperwork –logs, attendance, records, etc. for purposes of evaluation/reports, etc.

Skills/Knowledge Students will develop: Written and verbal communication, problem-solving, flexibility and time management, leadership and networking, patience, persuasion, teamwork, professional development.

Skills, Knowledge, Abilities, and Interests Required: Interest working with youth, Microsoft Office, articulate, interpersonal and empathetic, ability to create mentoring relationships, research and data entry, etc.
GOALS (formerly Disney GOALS)
www.goals.org
17241 Oak Lane
Huntington Beach, CA 92647

Monica De La Cruz, Site Supervisor & Coordinator
monica.d@goals.org | 714 956-4625

Open Hours: Depending on the site chosen, but typically 2:00-6:00pm M-F but sometimes as early as 12pm or as late as 730pm.
Background check required? Yes

Agency Overview/Mission: GOALS--Growth Opportunity through Athletics, Learning, & Service (formerly Disney GOALS) is a non-profit organization whose mission is to improve the outlook and quality of life for under-served children through social development initiatives which combine organized athletics, interactive learning, and community service. GOALS serves a variety of communities in Central & West Anaheim, Fullerton, Placentia, & Huntington Beach.

Possible Projects for AFS Students: AFS Students will have the opportunity to gain a variety of skills depending on their own professional interests. Students will have the opportunity to work closely with their supervisor to map out what specific skills and or experiences the student is looking to gain and then work together to develop projects which will benefit the program participants/organization based on the AFS students interests. Because each of our work sites offer programming to different age groups, the possible projects vary. In general the AFS student will be a part of the development and implementation of activities which promote educational and personal development of the participants of our programs, as well as program improvement.

Day-to-Day Assignments/Responsibilities: The GOALS AFS is a very hands-on, direct-service "type" of AFS and that is what makes this opportunity a very unique experience. Some of the day-to-day assignments and responsibilities include (but are not limited to):
- Youth mentoring
- Assisting students during homework help
- Participating, encouraging, facilitating sports and physical education activities.
- Assisting with and facilitating educational activities inside and outside of the classrooms.
- Behavior management
- Positive role modeling

Skills/Knowledge Students will develop: - Interns will be trained on the daily program operations of the after-school program and be expected to implement them same as the GOALS staff.
- Interns will receive training on the Positive Behavior Interventions and Support (PBIS) Model and how to apply it.
- Interns will be trained on proper coaching techniques and leadership skills needed for participants of all ages.
- So much more!

Skills/Knowledge/Abilities Required:
- INITIATIVE and EFFORT
- Willingness to step out of your comfort zone
- Ability to stand for long periods of time
- Pass TB Test (Tuberculosis Test)
- Pass Livescan Background Check

- Minimum commitment of 2 days per week.
  (Hours vary per site, however we typically operate between the hours of 2:30 PM to 6:30 PM; Monday through Friday) T
  The Livescan background check is reimbursable for AFS students upon completion of 100 hours. TB Tests are not reimbursable
Agency Overview/Mission: Our mission is to engage the entire person to facilitate exploration and discovery of life’s possibilities through mentorship. We wish to empower at-risk youth to choose a fulfilling life, by engaging them with positive mentors who model good decision-making based on strong ethical values, responsibility, working well with others and establishing greater goals to achieve their full potential. Our vision is to expand purpose, possibilities, and hope for youth and families at risk. We partner with existing entities to identify youth who are at risk for gang induction and other risky behaviors and offer a positive support system to avoid the pitfalls that can derail lives. We do this by providing the community with a friendly and safe environment where all may feel welcome to play, learn, and grow in body, mind, and spirit.

Possible Projects for AFS Students: Mentorship - AFS students will be given the opportunity to lead students as mentors. Mentors at Higher Ground foster a commitment to the youth. As leaders, they will promote good educational habits, strong interpersonal skills and a sense of empowerment through activities. They will help our students gain confidence and open up their world to new purpose and possibilities for their lives. As positive role models, they will have a tremendous opportunity to make strong bonds and lasting impressions on the youth.

Programming - AFS students may assist in the planning and implementation of a variety of programs at Higher Ground. Human Trafficking Prevention AFS students may assist Higher Ground in our Human Trafficking Prevention Program. AFS students will help facilitate a 6 module program to students within the Anaheim Union School District regarding the human trafficking of minors. Students will gain strength in interpersonal skills as well as a deeper knowledge of an important issue.

Administrative Opportunities - AFS students may become educated in the workings of a non-profit organization by assisting in administrative, marketing and operational work.

Community Outreach/Marketing/Public Relations - A large part of being a youth-centered non-profit is working with the local community. Outreach, maintaining current partnerships, and developing new relationships is key to our success. Responsibilities may include identifying new partnership opportunities within our circles of influence and initial outreach to begin that process.

Day-to-day Assignments/Responsibilities: Assist staff in supervising children after school. Field Study students will participate in facilitating and supervising groups such as snack, playground activities, homework and extracurricular activities such as art and sports. Students also aid staff in providing an enriching and safe environment. Students may have the opportunity to develop their own projects for either the families of Higher Ground or the children participating. The youth projects may include physical fitness (sports, dance), nutritional education and skills (cooking/baking), theater arts (improv, music, singing, video production), arts and crafts, field trips, school success skills, literacy programs, and mathematics success skills. Responsibilities for human trafficking prevention will include transporting oneself to a junior high school site in Anaheim. AFS students may facilitate the human trafficking prevention program to the students as an educator. AFS students will be required to attend training at Higher Ground.
Higher Ground (continued)

Skills/Knowledge Students will develop: Students will develop strong organizational, interpersonal, and communication skills. Students will also obtain knowledge of the operation and workings of a non-profit. Most importantly, students will gain insight into an at-promise population from a preventative standpoint.

Skills, Knowledge, Abilities, and Interests Required: We ask that students are enthusiastic, have a positive attitude, are dependable, a team player, friendly and warm. Experience and patience working with children are preferred and bilingual Spanish is helpful. Must have availability between 1:30-6:00 p.m MTThF and/or 12:30-6:00 p.m W. Background Check Required: Yes. Estimated cost at 15 dollars.
Agency Overview/Mission: The Human Options mission is to ignite social change by educating Orange County to recognize relationship violence as an issue that threatens everyone, advocating for those affected by abuse, extending a safe place for victims and empowering survivors on their journey of healing.

Possible Projects for AFS Students: As part of their internship, students will plan and use structured age appropriate and evidence based curriculum to assist children in building social, emotional, fine motor, gross motor, cognitive, and language skills. Research opportunities are available for students upon request.

Day-to-day Assignments/Responsibilities: The student will use basic clinical interventions (reflection, support, imitation), have the opportunity to conduct intakes, complete any required record keeping, utilize creativity in assigned miscellaneous projects, assist in the set-up and cleaning of childcare rooms/areas and perform any other duties as assigned.

Skills, Knowledge, Abilities, and Interests Required: Completion of the 40 hour Domestic Violence Advocate Training (DVAT) prior to the start of the internship or during the internship is required. Experience working with children (early childhood, school age, and adolescents preferred and/or coursework in early childhood education), experience working with persons from diverse culture and economic backgrounds, ability to multitask and be creative with art projects, games, and activities, ability to maintain emotional control under stress. Background check is also required.
Agency Overview/Mission  Jamboree Housing Corporation’s mission is to deliver high quality affordable housing and services that transform lives and strengthen communities. Working with city and county government and community partners to build low-income and workforce housing, we develop, construct, manage and preserve affordable housing that strengthens communities throughout California. With quality affordable housing as the platform, Jamboree strengthens communities by responding to the unique needs of each neighborhood. Through collaboration, Jamboree’s Community Impact Group compliments this belief by providing quality onsite resident services and programs -- directly and through community service partnerships -- at little or no cost to residents. In turn, our vision that every person will have an opportunity to live in a strong, healthy and sustainable community becomes more and more a reality. With an asset portfolio of $1.1 billion, Jamboree is one of the largest nonprofit owners of quality affordable housing in California. With 91 affordable communities in our portfolio, more than 18,500 Californians call a Jamboree community home. Our public and private partnerships with local cities and counties to design and build healthy communities enables seniors, working families, veterans, the homeless and those living with mental illness to live, work and thrive in their own cities. Jamboree is proud to be Orange County’s largest nonprofit affordable housing development company.

Possible Projects for AFS Students
- Succession Planning
- Compensation Analysis
- Performance review system updates
- Development of online training program
- Website enhancements and much more!

Day-to-day Assignments/Responsibilities for AFS Students  Your day-to-day assignments include assistance with employee record-keeping, payroll, recruiting, and employee development.

Skills/Knowledge Students will Develop  You will have the opportunity to gather knowledge of all HR-related functions, including but not limited to our organization's approach to strategic management, workforce planning (recruitment and selection), employee training and development, compensation and benefits, policy formulation, employee and labor relations, and risk management.

Skills, Knowledge, Abilities and Interests Required:  Our ideal candidate would have some experience using a HRIS (Human Resource Information System) and/or ATS, in addition to Microsoft Office. We seek an outgoing, friendly 'people-person' who is comfortable communicating with all levels of employees. Some experience as a staff assistant or similar junior HR role is a plus.
Agency Overview/Mission: The LGBT Center OC was established as a volunteer organization in 1971 and incorporated in 1975 as a 501(c)(3) non-profit community-based organization. We are one of the oldest gay and lesbian community centers in the United States. At the LGBT Center OC, all members and allies of the Lesbian, Gay, Bisexual, and Transgender community of Orange County join together in a network of support and unity. Our life-affirming programs focus on empowerment, and our advocacy efforts focus on speaking out against hate and discrimination. We exist so that every segment of the LGBT population of Orange County has the resources needed to thrive in their own lives and communities. The LGBT Center Orange County provides services to more than 12,000 individuals annually across a broad spectrum of culture, ethnicity, age, and economic background. Programming is especially designed for gay men, lesbians, youth, the transgender community, the Spanish-speaking LGBT community, the bisexual community, and LGBT families.

Possible Projects for AFS Students: Working on projects with one of our many Directors

Day-to-day Assignments/Responsibilities:
- Outreach, providing information to the community at engagement events
- Being at our Front Desk area answering questions or providing resources to the public
- Working on updating LGBT Center OC Archives
**Project Hope Alliance**

[https://projecthopealliance.org/](https://projecthopealliance.org/)

1954 Placentia Ave, Suite 202
Costa Mesa, CA 92627

**Kaitlynn Ramsay, Volunteer Coordinator**

kaitlynn@projecthopealliance.org | 949 791-2717

**Open Hours:** M-F 8:30-5

**Background check required?** Yes

**Agency Overview/Mission**

Project Hope Alliance’s mission is to end the cycle of homelessness, one child at a time. We start with the conviction that all things are possible for homeless children. We provide a holistic approach to solving challenges and address all aspects of life: educational, psychosocial, functional, spiritual, developmental, financial; because we want to provide care to children experiencing homelessness that we would want to give our own children. Since 1989, PHA has developed and successfully implemented programs that address the unique issues facing homeless children which prevent them from realizing their full potential. Our unique and personalized programs empower children with hope and more importantly, with the tools to help them complete their education and ultimately to help them succeed in life.

**Possible Projects for AFS Students**

Planning Field Trip(s) - Creating and distributing a survey to all students to see their biggest interests for field trips and/or outings; Crafting a budget for the field trip to include: car rentals/transportation, activity costs, food, etc.; Presenting an outline/plan for the field trip to be approved by the Promotor Pathways Team and Director; Sending out invitations and confirming attendance with youth; Attending field trips and coordinating day-of plans Small Grant Writing and Research ($1,000 and under) - Identifying a need or project a particular program or client needs help funding; Researching grant opportunities, making sure PHA qualifies; Presenting the grant opportunity to Programs and Development before pursuing; Working with Development to draft, write, and edit grant before submitting application; Keeping Development and Programs updated about grant status Assisting in Planning Programs Events - Distribute invites and keep track and confirms RSVPs with Case Managers; Help in the organizing and day-of coordination of the event; Work with Development Team and help solicit for donations for the event; Help send out reminders and other information of the event to staff members and clients; Communicate roles and responsibilities to volunteers and staff assisting during the event Developing Scholarship Resource Guide - Research scholarships that our demographic of students could qualify for; Create one rolling documents with scholarship summary, number/amount(s) available, deadlines, application link and/or paperwork, major qualifications, and requirements

**Day-to-day Assignments/Responsibilities for AFS Students**

Answer main telephone line, fielding questions and delegating to other team members as needed Conduct initial program questionnaire and refer families who meet qualifications to program coordinator Maintain and update resource directory Provide quarterly reports to parents on students’ curriculum usage and progress in the program Collect most current report cards from parents and enter into Salesforce Support mentor engagement with each student and monitor and review weekly mentor notes Assist students in scholarship applications, homework help, arranging volunteer opportunities, and other academic support Working with Case Managers in helping facilitate resources for kids Work with Case Managers and staff members with finding opportunities for small grants ($1,000 and under) to fulfill needs for kids and their families Identify areas of opportunity for growth or needed additional resources and fulfill those needs Refer families as directed to community and partner agencies Maintain confidentiality in matters of agency operation, personnel and clients Attend and help minimum one Saturday event per quarter Exercise good judgment
Project Hope Alliance (continued)

Skills/Knowledge Students will Develop: Communication skills  Managing interpersonal relationships  Collaborating with team members across programs  Time management skills  Adapting to a fast-paced working environment  Exercising critical thinking skills  Research and analysis skills  Taking initiative  Drafting proposals and presenting to large groups  Learning about how homelessness affects kids and their community  City, county, and state policies affecting homeless populations

Skills, Knowledge, Abilities and Interests Required: Currently pursuing a Bachelor’s degree in Education, Behavioral Health, Social Work, Human Services, Psychology, Social Ecology, or a related field and one year of directly related experience or an equivalent combination of education and experience. Bilingual preferred; proficient in both Spanish and English. Knowledge of and sensitivity to issues of homelessness  Ability to deal with crisis situations effectively and calmly  Excellent verbal and written communication skills  Experience working with databases, especially Salesforce, is a plus  Access to a car with current California driver’s license and automobile insurance  Pass a FBI/DOJ LiveScan background check  Physical Requirements  This is largely a sedentary position that requires the ability to speak, hear, and see, and to lift small objects up to 20 lbs. May require the ability to travel locally and/or regionally. The above statements are intended to describe the general nature and level of work being performed by the individual(s) assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required. Management reserves the right to modify, add, or remove duties and to assign other duties as necessary. In addition, reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

Background check required? Yes - Approximately $30
Agency Overview/Mission  Located in central Santa Ana, Project Youth Orange County Bar Foundation (OCBF) is committed to its mission to keep at-risk youth in school, healthy and drug-free through education, counseling, mentoring, and family strengthening. Project Youth has been built upon a legacy deep within the local legal community. It was initially established as the philanthropic arm of the Orange County Bar Association. Due to the success and growth of our work supporting at-risk youth, Project Youth OCBF became an independent non-profit agency in 1981. Since then, Project Youth OCBF has successfully provided direct services to at-risk youth and their families. We know that second chances and healthy choices are more easily achieved when the whole family is involved and when there is hope for a brighter future. Our strategic plan includes positioning Project Youth OCBF is a one-stop center for integrated prevention and intervention services that offer juvenile crime diversion, educational mentoring, health education, substance abuse treatment, and mental health services. OCBF’s vision is to empower youth and their families to make positive choices, building the foundation for a lifetime of opportunity and success.

Possible Projects for AFS Students:  Interns may be assigned to any of our programs in our 3 Program Framework:

1. Academic & Career Development Programs  The HIGHER EDUCATION MENTORING PROGRAM provides Latino high school juniors and seniors from the city of Santa Ana with the academic, social, and financial support needed to graduate from high school and succeed in college.

2. Health Education Programs  MADRES UNIDAS provides health education with HIV risk-reduction services through pycho-education group to Latina mothers. YOUTH MAKING PROUD CHOICES and CUIDATE provide comprehensive sexual health education to youth via these evidence based program models. Program services focus on how to prevent pregnancy and sexually transmitted infections. They also include community engagement and linkages to youth friendly reproductive health services. Services are engaging, medically-accurate, non-judgmental and tailored to the unique needs of youth and their communities. They are offered in a range of setting, including schools, foster care group homes, and juvenile justice facilities.

3. Juvenile Diversion Programs  SHORTSTOP is a unique juvenile crime diversion program that has served juvenile offenders and their families since 1980. As a cost-effective, comprehensive alternative to the prosecution of first-time, minor offenses, SHORTSTOP teaches offenders to take responsibility for their actions through decision-making strategies designed to result in positive future choices. Programa SHORTSTOP was developed in 1989 as the language and cultural adaptation of SHORTSTOP, in response to the changing demographics in Orange County. Programa SHORTSTOP was designed to accommodate exclusively Spanish-speaking parents of participating youth, to better involve them in the learning process. Bilingual, bi-cultural legal professionals ensure a culturally competent program. STOP SHORT OF ADDICTION was developed in 1999, in response to the rising specter of youthful drug crime in Orange County. Based on the successful model of SHORTSTOP, STOP SHORT of Addiction is an intensive, state-certified substance abuse program, designed specifically to address the needs of first-time juvenile offenders in the early stages of addiction and substance abuse. Program also offered in Spanish (Bilingual, bi-cultural legal professionals ensure a culturally competent program)
Day-to-day Assignments/Responsibilities: Under the direction of the Program Staff Coordinator, Interns will provide assistance to Coordinators and Instructors of youth program sessions. This may include the following depending on the program:
1. Assist instructors with facilitation of program sessions
2. Supervise and orientate juveniles
3. Interact with juveniles during program sessions adhering to the goals and objective of each program sessions
4. Register families for program (may include completing a biopsychosocial assessment)
5. Review/Mentor youth on program assignments with juveniles
6. Troubleshoot on site problems with juveniles, possibly offer case management and follow up services as needed
7. Attend staff/program meetings as needed
8. Assist Coordinator in data entry, data collection and program session preparation and office assistance
9. Abide by the professional code of conduct, including professional confidentiality guidelines by only sharing client information within the organization when it meets the need of the client

Skills/Knowledge Students will Develop  Student may develop the following depending on the program:
Skills, Knowledge, Abilities and Interest Required: Must be willing to work with adolescent and families  Have strong communication skills. Knowledge of substance use, restorative practices, HIV/AIDS/STD, criminal justice and/or counseling is a plus.
Santa Ana Zoo
www.santaanazoo.org
1801 E. Chestnut Ave.
Santa Ana, CA 92701

Lauren Bergh, Zoo Education Specialist
lbergh@santa-ana.org | 714-647-6573
Open Hours: Tuesday - Saturday 9am-5pm
Background check required? Yes

Agency Overview/Mission: The Santa Ana Zoo, through fun, adventure and learning, empowers the community to save wildlife and wild spaces. An urban oasis in the middle of Orange County, the Santa Ana Zoo is home to over 80 species of animals, mostly from the rainforest habitats of Central and South America. Often referred to as "the monkey zoo", this small zoo has a strong history in primate conservation and being a "first zoo" for families with small children. The Zoo has an average of 250,000 visitors each year and is a partnership between the City of Santa Ana (Parks, Recreation and Community Services Agency) and non-profit Friends of Santa Ana Zoo.

Possible Projects for AFS Students: The Education department is currently developing new youth programs for parents with young children and groups of teens passionate about animals and conservation. As the southern California hub for Project WILD (an international curriculum and activity guide based on wildlife), we are also expanding our educator network, creating and presenting professional development workshops. The AFS student will be an integral part of the design and presentation of programs including the use of site resources (animal exhibits, artifacts, ambassador animals, etc), creation and distribution of advertising, participant registration, network maintenance and development and integration of programs into the existing offerings of the zoo. Day-to-day Responsibilities: As part of the Education department (in addition to the special projects described above), the AFS student will attend meetings pertaining to the programs they are working on, have professional communications with partners and potential participants and assist with regularly occurring programs at the Zoo. This may include working with staff, volunteers, the general public (all ages) and ambassador animals. While there are no specific deadlines for these projects at this time, they are very important to the continued relevance of the zoo to the community and vital to the development of new offerings.

Skills/Knowledge to be Developed: At the conclusion of the AFS, the student will have been certified as a Facilitator in Project WILD, able to continue presenting workshops as they have interest. They will have played a large role in the development and implementation of public environmental education programs, gained experience in advertising and registration of such programs and become part of a network of environmental educators. Knowledge of CA science standards and the ability to program around various audience motivations (teachers, parents, children) will also be developed.

Skills/Knowledge/Interests Required: The AFS student for the Zoo will have a strong passion for connecting people and the environment. They will be interested in informal education, have strong communication skills, and be comfortable speaking to large and small audiences of all ages. They should be open to trying new things, working with animals and in all types of weather (indoors and outdoors). Must be familiar with basic computer processing (internet, email, Microsoft programs). Organizational skills and detail orientation is appreciated.

Background check required: The City of Santa Ana requires all volunteers (including Field Study participants) to pass their background check. No cost to students. Zoo participants are also required to present proof of a negative TB test, test done at student's own expense.
Save Our Youth (S.O.Y)
http://save-our-youth.org/
2045 Meyer Place, Building E
Costa Mesa, CA 92627

Carolyn Spivak, Executive Director
carolyn@save-our-youth.org|949 548-3255

Open Hours: Times can be negotiated between 11am - 8pm, Monday through Friday.
Background check required? Yes

Agency Overview/Mission: Save Our Youth (SOY) is a non-profit youth support and development organization in West Side, Costa Mesa. We serve local young people who attend middle and high school schools in the Newport Mesa area and provide a broad range of academic, career, recreation and personal development activities for youth.

Possible Projects for AFS Students: We are offering an exciting internship opportunity at SOY in the areas of program development, recreational activity coordination and implementation, volunteer management, youth work and community engagement. Several projects are available at this time for students who are interested in developing programs from the ground up and helping SOY increase our capacity to serve local youth and families.
Agency Overview/Mission: Seneca Family of Agencies helps children and families through the most difficult times of their lives. In many cases, we are the last hope for young people who have come to see failure and discouragement as a way of life. Here at Seneca, we offer each child a simple but profound promise: You will be supported every step of the way, no matter what challenges you face. By supporting each child and family in identifying and building upon their resources and strengths, we enable them to approach the future with renewed optimism and a stronger sense of the possibilities for creating a new and different story for their lives.

Possible Projects for AFS Students: Field study students can help the program by coming up with a project that will benefit our clients. Past projects include activities on our sensory trail, a client session board, and educational tools for clients to use during their sessions.

Day-to-day Assignments/Responsibilities: GAIT (Guided Animal Intervention Therapy) field study students have the opportunity to help clients reach their mental health goals by assisting during horseback riding sessions, conducting check ins with clients before and after sessions, and various projects around the barn.

Activities include:
• Participate in facilitating animal assisted therapies to children in one on one and small group settings
• Ensures safety of clients and volunteers participating in the therapeutic horse riding program in compliance with PATH standards
• Support horse-care duties, including feeding, stall cleaning, and health monitoring and tack maintenance
• Maintain safety and cleanliness of facilities including stable and barn management.
• Attend regular individual supervision, group consultation meetings, and trainings
Agency Overview/Mission: Since 1970, Share Our Selves (SOS) has emphasized care of the whole person through our comprehensive services, which today include: medical and dental care, social services, clinical pharmacy services, behavioral health, and outreach programs. SOS has 6 Federally Qualified Health Center (FQHC) delivery sites located throughout Orange County California. SOS serves the largest number of homeless patients in Orange County and is committed to reducing barriers to care for low-income and underserved patients by recognizing and addressing the social determinants of health. Mission: We are servants who provide care and assistance to those in need and act as advocates for systemic change

Possible Projects for AFS Students The Advanced Field Study will be embedded in the Quality and Innovation department of SOS. The Aim of the department is: To promote the culture of quality improvement by driving systemic change towards excellence. This department is organized around the 3 domains of the triple aim:
1. To improve the customer and staff experience
2. To improve the health outcomes of the customer (population health)
3. To work in a cost effective manner

The AFS student will help work on a Quality Department project entitled: "Listening To the Voice of the Customer". Based on the 1st domain of the triple aim, SOS wants to better understand what our customers experience when they receive services at SOS. While SOS has several means to receive customer feedback (surveys, idea boxes, feedback forms) we want to actually “hear” from our patients. We intend to start with a small patient focus group to give a formal channel for direct feedback and conversation. We will take lessons learned to instill excellence in our customer service. From this focus group, we intend to build a Customer Experience Board which will provide direction on what matters to our customers not what is the matter with our customers.

Day-to-day Assignments/Responsibilities for AFS Students: The AFS student will help to establish a structure for the patient experience focus group that aligns with the 8 dimensions of customer-centered care: access to care; respect for patient’s value; coordination and integration of care; information and education; transition and continuity; physical comfort; emotional support and alleviation of fear and anxiety; and involvement of family and friends. The AFS student will synthesize the results from the focus group to help:
1. Establish at least 2 actionable programs to improve the customer experience
2. Recruit customers for the Customer Experience Board
3. Establish Customer Experience Board (timeline, meetings, charter, aim) in consultation with the Customer Experience Board
4. Present results of the Customer Experience Board process to SOS staff

The student will work with the Quality Department to execute on the above objectives. The goal is for the student to feel ownership of this project and be able to manage a strict timeline established by the team with input from the student. The student will also actively collect data related to the customer experience (cycle time, patient flow, access).
Share Our Selves (continued)

Skills/Knowledge Students will Develop: Through helping oversee this project, the AFS student will have an opportunity to learn how to plan, implement and manage a longitudinal study. This will improve his/her qualitative and quantitative research skills, while learning about performance improvement in a progressive healthcare setting. The student will also have firsthand experience learning about population health and care navigation in within a diverse population. This practical learning experience will help the student develop critical thinking skills and improve their problem solving abilities. The student will have the opportunity to participate in other projects within the department depending on needs and interest.

Skills, Knowledge, Abilities and Interests Required: The ideal student will have: -Strong written and verbal communication skills -Works well in a team-based model -Has initiative and drive to tackle problems -Comfortable analyzing and synthesizing data -A desire to learn about community health centers and work with a diverse population -Bilingual in Spanish preferred but not required

Background check required? Required at a cost of about $20 to the student.
Agency Overview/Mission: As our country’s oldest federal law enforcement agency, founded by Benjamin Franklin, the United States Postal Inspection Service has a long, proud, and successful history of fighting criminals who attack our nation’s postal system and misuse it to defraud, endanger, or otherwise threaten the American public. As the primary law enforcement arm of the United States Postal Service, the U.S. Postal Inspection Service is a highly specialized, professional organization performing investigative and security functions essential to a stable and sound postal system. Congress empowered the Postal Service "to investigate postal offenses and civil matters relating to the Postal Service." Through its security and enforcement functions, the Postal Inspection Service provides assurance to American businesses for the safe exchange of funds and securities through the U.S. Mail; to postal customers of the "sanctity of the seal" in transmitting correspondence and messages; and to postal employees of a safe work environment.

Possible Projects for AFS Students: Past students have studied the relationship between local, state and federal law enforcement; how federal law enforcement officers are affected by California State law; the effects of federal law enforcement on crime trends; and other sub-topics to name just a few. Supervisors will work with students and UCI to develop appropriate projects.

Day-to-day Assignments/Responsibilities for AFS Students: The student will perform a variety of administrative and investigative support duties and observe other events. These may include research and analysis of data, liaison with local and federal law enforcement agencies, attending court hearings and judicial proceedings, preparing reports and/or attending interviews with victims, witnesses and suspects (both in and out of custody), observe crime scenes, participate in surveillance operations, be present at the execution of search and/or arrest warrants, and assisting with booking arrestees into local and federal detention facilities. The student may also visit and/or attend meetings at the District Attorney’s Office, the Attorney General’s Office, and/or the United States Attorney's Office as part of the internship. Students may also be assigned to special task forces as needed by the Agency. Students will also have the opportunity to participate in trainings such as officer survival training, defensive tactics training, and firearms training as well as other specialized trainings.

Skills/Knowledge Students will Develop: Students will be afforded the opportunity to develop knowledge of the U.S. Postal Inspection Service by working with the teams domiciled in the Los Angeles Division. Every effort will be made to assign the student to a team that matches their interests though an overall knowledge of the functional areas will be developed. The teams domiciled in the Los Angeles Division are:

- External Crimes – 4 teams (mail theft, identity theft, violent crimes, child exploitation)
- Identity Theft and Economic Crimes (account takeovers, Nigerian fraud)
- Major Fraud – 2 teams (Ponzi schemes, foreign lottery)
- Prohibited Mailings and Illegal Narcotics (weapons, narcotics)
- Dangerous Mailing Investigations (biological weapons, explosives)
- Violent Crimes (robberies, assaults, threats)
- Revenue Investigations (defraud USPS)
- Security (facility security)
Skills, Knowledge, Abilities and Interests Required  The U.S. Postal Inspection Service does not expect incoming students to have specific skills, knowledge or abilities. The Inspection Service values a variety of backgrounds and experiences as the unique investigations conducted by the service require unique and varying solutions. The student should, however, have a general interest in law enforcement. Background Check Required  Background checks will be conducted by the U.S. Postal Inspection Service as the applicant will need to obtain a United States security clearance. There will be no cost to the student.
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Open Hours: M-F 8 to 4  
Background check required? No

Agency Overview/Mission: VLI is a 501(c)(3) registered non-profit legal aid organization that provides pro bono legal assistance to homeless, at risk, disabled and low income current and former service members to eradicate barriers to housing, healthcare, education, and employment and foster self-sufficiency.

Possible Projects for AFS Students: We would love to work with student to come up with projects, but here are a few things they might do: Create fact sheets and instruction manuals for veterans on certain legal matters (discharge upgrades, benefit appeals, civil litigation matters like veterans court, pro per representation); Work on nationwide presentation on handling discharge upgrades; Field study work with the homeless veteran population in Orange County to determine legal needs; Assist with law review article on a legal issue ripe for appellate review.

Day-to-day Assignments/Responsibilities for AFS Students: Communicating with VLI clients, filling out forms and drafting court documents, researching case related issues.

Skills/Knowledge Students will Develop: Communication skills, analytical thinking, knowledge of the law and issues relevant to low income residents of Orange County.

Skills, Knowledge, Abilities and Interests Required Basic communication skills, both oral and written, and an interest in veterans and low-income populations.