

Servant Leadership Summer Internship Placement Site Job Description Information Sheet Summer 2018

Organization Name: Gateway Center

Address: 275 Pryor Street, SW Atlanta, Ga. 30303

Phone: 404-215-6615

Web site: www.gatewayctr.org

Internship Supervisor: Bec Cranford

Supervisor's contact information including e-mail.

Rcranford@gatewayctr.org

404-215-6651

Organization's Mission Statement:

To connect people experiencing homelessness with the support necessary to become self-sufficient and find a permanent home.

Summary of organization's primary programs and services:

Gateway Center works to end homelessness in Metro Atlanta through therapeutic program and community collaboration. **Located at 275 Pryor Street in Atlanta, Georgia, the Gateway Center is a keystone project of the Regional Commission on Homelessness' effort to impact chronic homelessness.** The Gateway Center is designed to serve as the "gateway" to the community continuum of care that helps individuals move out of homelessness, GWC provides 369 beds for men who enter into programs geared to address the underlying reasons for their homelessness, such as unemployment, addictions, mental illness or domestic abuse. We strive to provide a supportive and IAMCHANGED setting where individuals can receive the tools they need to end their homelessness and achieve self-sufficiency.

located at 275 Pryor Street in Atlanta, Georgia, GWC is designed to serve as the "gateway" to the community continuum of care that helps individuals experiencing homeless move from the street to ultimately, long-term stable housing. GWC has been a proven leader in the provision homeless services; as an advocate for local policy changes and equality; and has served as a central point of access for those experiencing homelessness in the city of Atlanta. GWC provides 359 beds that serve a temporary housing that are paired with case management services and intensive wrap around supports. GWC is adaptable to respond to the needs of the homeless community and has consistently proven that ability through our successful program outcomes. GWC programs are designed to address the underlying reasons for their homelessness, such as unemployment, behavioral health, housing affordability, and/or medical conditions. We provide a trauma informed and a client-centered

environment where individuals can receive the tools they need to end their homelessness and achieve self-sufficiency. To ensure the alignment of services, Gateway Center has focused our efforts into our Five Keys to Success (1) Housing Placement and Stability, (2) Health and Wellness, (3) Family and Community Engagement, (4) Job Skills Training and Placement, and (5) Literacy.

Intern's title: Community Engagement Intern

Number of interns requested: 1-2

Internship project/job description:

Intern will work in the following areas:

Educating visitors to Gateway Center about causations of homelessness.

Volunteer management.

Planning Volunteer Events.

Outreach Planning, Scheduling, and handling outreach to those experiencing chronic homelessness.

Assisting with in-kind donation scheduling, meeting donors, donation assorting.

Event planning: Working on a fall fundraiser. Recruitment of in-kind donations and gift cards for silent auction.

Administration: data entry, designing fliers, updating calendars, etc.

Qualifications:

Justice-oriented, humility, eagerness to learn, motivated, problem-solving, leadership, excellent communication skills including public speaking, conflict resolution, and able to work with diverse groups of people.

Are there other requirements for this position (security check, drug screen, immunizations, etc.)? If yes, please note them here: No.

Will the internship require that the student have a car? No. We are accessible via Marta.

Is placement site accessible by public transit or other transportation options?
Yes.