Organization Name: Gateway Center

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

Phone: 404-215-6615

Web site: www.gatewayctr.org

Internship Supervisor: Rebecca “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 houses 369 beds for men who are enrolled in residential programs and actively working to end their homelessness. We also operate a publicly-accessible Client Engagement Center that serves men, women, and children by connecting them to resources and partners in-house and throughout the Atlanta metropolitan area. In addition to our own services, we are the “gateway” to the community continuum of care- we provide information, referral, and contact to drug and alcohol recovery programs, mental care facilities, and other homeless services.

Intern’s title: Community Engagement Intern

Number of interns requested: 1-2

Internship project/job description (please include a virtual/socially distanced option if possible):

(may host two onsite interns) Intern will study homelessness and intersectional justice issues. Onsite Intern will host in person interactive reflections on homelessness, plan and manage volunteers on site, while maintaining COVID19 safety protocol. In addition, Intern will serve as a
guest liaison on Tuesdays and assist with day to day needs of men experiencing homelessness while maintaining social distance, wearing PPE, and maintaining all COVID19 safety protocols. In addition, on site Intern will work on ongoing projects, returning emails to those in need of services, and manage a clothing closet and inkind donations intake for those experiencing homelessness.

Virtual Intern: (only 1 student) Student will answer day to day emails from partners, guests, and community members, scheduling and logistic planning, as well as work on long term administrative and research projects. One hour of group style supervision will be available for virtual intern.

Qualifications:
Humility, Awareness of Diversity and Inclusion,
Ability to work with all members of the community including faith-based groups and corporate groups and government agencies.
Public Speaking skills highly encouraged
Excellent communication skills, and customer service skills.
Familiarity with Microsoft Office Suite a plus

Are there other requirements for this position (security check, drug screen, immunizations, etc.)? If yes, please note them here: No. Regular covid-19 testing will be available. We recommend a flu shot and TB test.

Will the internship require that the student have a car? Student must have Marta access.

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