



TECHNOLOGY INTERN

Spark Central is your connection to creative destinations of all kinds. We are a community gathering place and creative learning center where people of all ages can access our high-speed Internet (1,000 Mbps), technology, rich and imaginative programming, and a curated book and media collection. Building on our neighborhood's rail yard roots, Spark Central is at the junction between where people are, and where they want to go.

One of the key ways we foster creativity and future success is by infusing writing, reading, and communication skills into our dynamic menu of programs for adults, teens, and kids. We believe these skills are the foundation of future success in the Information Age, where the jobs of tomorrow haven't been created yet. From learning to write code to learning to write a story, we offer community members a one-way ticket to growth and opportunity.

Spark Central is looking for a Technology Intern to support all areas of our technology, including maintenance of our technology resources, designing tech-related programming, providing "office hours" for tech-related learning, and increasing our capacity for tech education for the community.

This position is unpaid or for college credit only. Applicants seeking college credit are responsible for submitting necessary information fulfillment requirements to Spark Central.

COMMITMENT

Please note that we're flexible and willing to work around an existing commitment.

Summer: Late June, July, and August; 10-15 hours a week as available

Academic year: One or more semesters; 10-15 hours a week as available

DESCRIPTION

The Technology Intern is someone who has a passion for technology and creativity. They are eager to share their love of coding, technology, and robotics with Spark Central patrons and are comfortable working with a variety of ages. Experience with robotics, coding, and/or high tech is a plus.

Interns also complete a project of passion during their internship that benefits Spark Central's patrons. This could include designing a new program, leading a project, or developing a system to help our technology and programs run more smoothly.

RESPONSIBILITIES

Tech Interns will work with the Volunteer Associate and other IT Volunteers to provide "office hours" for the community where they share their technology expertise and educate patrons on how to use the technology accessible at Spark Central. These interns will also design systems and guides to make our technology more accessible to the public and may design tech-based programming for various age groups. Part of each intern's schedule will be tailored to your specific talents and area of study.

DESIRED QUALITIES

The ideal Technology Intern is someone who relates well to youth as well as adults and is inspired by helping them find the best ways to learn. We seek someone who takes great joy in teaching others, loses track of time in this pursuit, has a nuanced, intelligent sense of humor, and the ability to work in a fast-paced environment without losing their cool.

Other qualities include:

- Outgoing individual who has experience working with people of diverse cultures and a variety of ages
- Responsible self-starter; task and detail-oriented
- Experience with robotics, coding, and/or other technology
- Comfort with both Mac and PC interfaces
- Strong verbal and written communication skills
- Above-average—bordering on exceptional—organizational skills
- Has patience, stamina, and flexibility to work in a busy, active environment with interruptions
- Reliable—good at watching the time

PERKS

As an intern at Spark Central, you'll connect with a wide variety of talented people in our community, learn new skills, and shape our patrons' user experience. Internships are also a fabulous way to get experience in the field. We also offer interns:

- Free entrance to adult workshops under \$40 during your internship
- A letter of recommendation upon successful completion of you internship

HOW TO APPLY

Please email a resumé and letter of interest to info@sparkwestcentral.org. In your letter, tell us why you are interested in the Technology Internship and what you believe you will bring to Spark Central.