

Chester County Intermediate Unit Family Literacy Program

The mission of the Chester County Intermediate Unit Family Literacy Program is to address the literacy needs of Latino families in southern Chester County. The CCIU Family Literacy Program (FLP) is designed for adults and their children and offers ESL classes, instruction in parenting and interactive literacy activities for adults, and preschool programming for their children. The CCIU FLP has sites in Kennett Square, West Grove, and the Oxford areas.

The CCIU FLP is in search of a student to fill a non-paid bilingual internship. We can accept an intern in the fall and spring semesters. Candidates should be comfortable working with adult language learners in an adult ESL classroom. The bilingual internship is offered to education and non-education majors alike.

Summary of Internship Position: To assist English as A Second Language adult students gain conversational English, reading, writing, math, and computer skills. Internships are available at the following locations:

Location	Days	Times
Avon Grove Public Library West Grove, PA	Mondays/Wednesdays Every other Friday	11:30am – 3:30pm
Oxford Presbyterian Church Oxford, PA	Tuesdays/ Thursdays Every other Friday	10:00am-2:00pm
Kennett Early Care and Education Center Kennett Square, PA	Tuesdays/Thursdays	5:30pm-8:30pm

ESSENTIAL JOB FUNCTIONS:

- Review lesson plans daily, understand activities, be prepared to assist instructors
- Set up and prepare for day’s activities
- Assist in the presentation of lessons
- Facilitate planned activities with small groups
- Assist in creation and maintenance of a safe and stimulating student environment
- Assist in the instruction of basic computer skills
- Assist with pre- and post-participation assessment of the adult students

OBJECTIVES:

The CCIU Family Literacy Program is looking for energetic and fun-loving individuals. Candidates should also possess the following characteristics:

- Responsible and punctual
- Self-motivation and resourcefulness
- Encouraging, creative, flexible and friendly
- Ability to multi-task in fast-paced environment
- Excellent organization skills
- Positive attitude, team-oriented and willingness to assist where/when needed
- Good oral and written communication skills
- Professional presentation
- Bilingual/bicultural skills helpful but not required
- Abuse, Criminal Record and FBI clearances

For more information contact:

Tricia Quynn-- -- patriciaq@cciu.org
Family Literacy Programs
Chester County Intermediate Unit
455 Boot Road
Downingtown, PA 19335

For academic credit contact:

Dr. Andrea Varricchio - avarricchio@wcupa.edu
Professor of Spanish
Dept. of Languages and Cultures, Main 113
West Chester University
West Chester, PA 19383