



COMMUNITY DEVELOPMENT FELLOWSHIP

Internship Duration:	One-years temporary position, with option to extend at Casa Familiar discretion.
Classification:	Full-Time, Monday – Friday, with occasional weekends hours. (Non-Exempt)
Pay Rate:	\$23 per hour
Eligibility:	Age 18 to 26 years old
Location:	San Ysidro, CA
Reports to:	Community Development Officer
To Apply:	Submit resume to hr@casafamiliar.org

Casa Familiar (Casa) was founded in 1973 and is a 501(c)(3) community-based organization dedicated to serving residents in South San Diego County and specifically the border community of San Ysidro.

Casa Familiar’s mission is to enhance quality of life for low-income individuals and families through advocacy, social services, education, affordable housing, arts and culture, and community and economic development. **Casa’s values are RESPECT, INTEGRITY, FAMILIA, CULTURE, AND COMMUNITY.**

Casa seeks to employ individuals that perform all assignments with a positive “can-do” attitude while demonstrating organizational values. Ideal employees have a strong desire to support Casa Familiar’s mission and the community we serve.

POSITION OVERVIEW:

Join our dynamic Community Development Department and play a vital role in driving innovative change! As a Community Development Intern, you’ll gain hands-on experience in community organizing, project support, research, and advocacy, all while supporting our mission to create lasting, positive impacts in South Bay San Diego.

In this role, you'll:

- Conduct research on key social issues like affordable housing and transportation access and use data-driven analysis to help shape impactful planning strategies.
- Collaborate on groundbreaking projects that aim to uplift the San Ysidro region, working alongside a passionate team of professionals dedicated to community transformation.
- Engage directly with residents through outreach initiatives, advocacy campaigns, and community meetings to ensure our projects reflect the true needs and aspirations of the community.

This is a fantastic opportunity for those eager to be at the forefront of community development, driving forward-thinking projects, and passionately committed to making a difference. If you're ready to be part of something meaningful and transformative, we want to hear from you!

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Experience with community organizing and working alongside underserved and underrepresented communities is a plus.
- Ability to work independently and in a dynamic team setting.
- Analytical ability to identify and establish priorities and attend to all details.
- Ability to work successfully within various cross-cultural settings and make decisions in a fast-paced environment.
- Punctual and reliable.
- Strong oral and written English communication skills. Fluency in Spanish is required.
- Proficient technical skills using email, Microsoft Word, Excel, PowerPoint, and online browsers.
- Ability to travel in the County of San Diego.
- A high school diploma or experience relevant to Casa Familiar's mission and programs is required.

1. Research and Data Analysis

- Conduct research on community development issues that prevent displacement and address Climate Resiliency such as housing, transportation, zoning regulations, policies and land use.
- Analyze demographic data, housing trends, and community surveys to inform the development of planning strategies.

2. Team Collaboration and Project Support

- Learn and support our team with Casa Familiar community development projects including but not limited to: *La Semilla*, *Avanzando San Ysidro* Community Land Trust, and the development of the Cultural Corridor.

3. Community Engagement and Advocacy

- Participate in community outreach initiatives to engage residents in planning processes and gather feedback on proposed projects.
- Support the team in organizing advocacy campaigns and public awareness initiatives to promote education that address community needs.
- Attend community meetings, workshops, and forums to gain insight into residents' perspectives and priorities.
- Assist in the development of *Construyendo Juntos* workshops.

4. Documentation

- Support the creation of maps, diagrams, and planning documents to visually communicate research findings and project ideas.
- Assist in preparing presentations, reports, and communication materials for internal and external stakeholders.

SKILLS, EXPERIENCE, AND EDUCATIONAL REQUIREMENTS:

- Detail-oriented with a commitment to a high-quality work product. Ability to think independently and present viewpoints in a thoughtful and professional manner.
- Strong organizational skills
- Ability to present information in oral and written form clearly and concisely.
- Well-developed interpersonal and communication skills.
- Passion for the field of community development
- Outstanding analytical, verbal, and written communication skills
- Computer Proficiency in Word, Excel, and Outlook
- Ability to work with diverse cultures and aptitudes
- Bilingual English/Spanish preferred
- Valid California driver's license and regular availability of an insured vehicle for travel within the San Diego County area

ADDITIONAL INFORMATION:

This position requires sitting at a desk or workstation, walking, standing, climbing stairs, hearing, speaking, being able to lift up to 25 lb., and being able to drive to the bank and do other errands pertaining to organizational operations. A background check is required. In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire. This is a full-time, exempt position with occasional work responsibilities on weekends and/or evenings depending on the season calendar.

Casa Familiar is an equal employment opportunity employer. Casa does not and shall not discriminate on the basis of race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

BENEFITS

- Sick hours
- Wellness Days