PROGRAM DESCRIPTION

CoActive Connections promotes awareness of the realities of poverty through education and advocacy.

CoActive Connections was founded in July 2010. We were founded on our vision that no one should be treated differently because of their economic status. We educate groups and organizations about poverty in order to reduce the negative effects of poverty in Oregon.

SERVICES PROVIDED:

- **Educate.** Our primary service is Poverty Awareness Education. We educate service providers, educators, policymakers and community members about the poverty experience, often through the lens of people experiencing poverty in our local community.
- **Advocate.** We gather, analyze, and present the voices of poverty in our local community through focus groups and interviews. Stories and voices from interviews are recorded and shared using multimedia during Poverty Awareness Training. In addition, interview participants regularly attend events and training to share their presence, voices, and stories.

ROLE OF THE PRACTICUM STUDENT:

Focus Groups and Interviews

- Assist in recruiting and skillfully conducting focus groups and interviews with local community members who have varied experiences with poverty. This information will be sourced for our database.
- Explore nonjudgmental and supportive interview and listening styles in relation to the needs of people being interviewed.

Information and Database Management

- Establish and maintain a database and catalog of videos, information and statistics derived from focus groups and interviews.
• Sort database information as to topic relevancy.
• Maintain awareness of personal safety for interviewees in respect to what is shared publicly.

REQUIREMENTS FOR PRACTICUM STUDENTS:

• Project a professional image via in person and telephone interactions.
• Maintain confidentiality of staff and public served.
• Performs general office duties, such as faxing, copying, printing etc.
• Prepare responses to correspondence containing routine inquiries.
• Create and modify documents using Microsoft Office Suite.
• Intern agrees to comply with the policies contained in the Employee Handbook.
• Welcome diverse perspectives and encourage the free exchange of ideas in the celebration of teaching and learning.
• Must be enrolled at a college or university to receive class credit for internship hours.
• Must be self-motivated, with multi-tasking skills.
• Must have a personal and/or professional understanding of poverty and the complex issues that keep people in poverty, or the willingness to learn about the topic.
• Responsible, reliable and dedicated to the mission of CoActive Connections.
• Maintain a professional and courteous relationship with the public, the staff, the Board of Directors, and any others that you may come in contact with while representing CoActive Connections.
• Excellent verbal and written communication skills.
• Other duties and responsibilities as assigned

A CRIMINAL HISTORY CHECK MAY BE REQUIRED

As of April 15, 2011, practicum sites that use the Department of Human Services Background Check Unit will now conduct a weighing test and fitness determination when an individual has been identified as the perpetrator of abuse in certain cases of sexual abuse, physical abuse or financial exploitation. The Background Check Unit will specifically consider the most serious cases of abuse reported and substantiated from January 1, 2010, forward.