



Down Syndrome Connection of Northwest Arkansas

1200 W Walnut St., Suite 1424 | Rogers, AR 72756

www.dscnwa.com | EIN 20-4479723



DS Connection Spring Intern

15-20 Hours Weekly | Spring 2025 January 13th – April 30th (excluding Spring Break)

DS Connection Intern (unpaid internship)

Some Saturdays and evenings are required.

Reporting to the Program Director

Key Dates: January 13th, February 10th, February 28th, March 10th, March 20th, April 14th, April 26th

The Down Syndrome Connection of Northwest Arkansas (DSCNWA) is a small nonprofit organization serving people with Down syndrome and their families in NWA. We offer age specific programming for people with Down syndrome of all ages to promote lifelong learning and develop independence. We also offer support to parents, caregivers and medical professionals with our medical outreach program, new parent support program and other parent groups and educational seminars. DSCNWA has two employees working 30 hours a week (Program Director and Director of Operations), three Volunteer Staff members, a Board of Directors and a large volunteer base.

We are seeking a student in the HDFS program at the University of Arkansas to serve as our DS Connection Intern during the Spring 2025 semester.

Qualities we are seeking in the DS Connection Intern:

Self-starter, flexible, innovative, confident, organized, creative, collaborative, a desire to drive change and promote inclusion for people with special needs

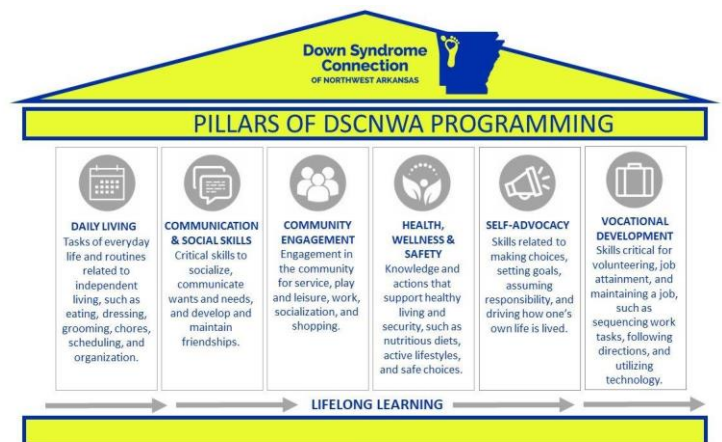
Overview of Internship:

The intern will get hands on experience in a variety of different areas of our organization that tie directly to DSCNWA's Strategic Initiatives and Program Pillars as outlined below. Including a specific responsibility in each area working closely with the Program Director and Director of Operations.

Strategic Initiatives: Sustainable Organization, Trusted Resource, Programming

1. Age Specific Programming (Programming Strategic Initiative)

The Intern will work with the Program Director to plan and assist in leading age specific programs for all age groups. Programs are based on our Pillars of Programming to promote lifelong learning and independence such as cooking, hygiene, communication and relationships, self-advocacy, and health and wellness.



- The STARS Club group includes people with Down syndrome ages 13+ and meets three times monthly. Typically, Tuesday, Thursday and Friday evenings.
- The Play PALS group includes people with Down syndrome ages 0-12, plus their siblings and parents and meets once monthly. Typically, on Saturdays.



1. Family Support (Trusted Resource Strategic Initiative)

Special Project: The intern will work on a special project to be completed by the end of the internship. The intern will work to curate an easy-to-access, easy to understand resource database to be published on the DSCNWA website for members. The database will provide connections to resources for individuals with Down syndrome and their families including but not limited to information about AR Medicaid, waiver, passe, Tefra, adult services, therapy providers etc. This will involve research and meeting with experts in the field to develop a comprehensive database.



2. Fundraising (Sustainable Organization Strategic Initiative)

The Intern will assist in World Down Syndrome Day fundraising efforts. World Down Syndrome Day is Friday 3/21/25 and activities and events will be planned every night that week 3/17-3/21 including a sensory night at the Amazeum in conjunction with AIM (Autism Is Me group) on Thursday, 3/20/25.

3. Family Fun Events (Programming Strategic Initiative)

DSCNWA holds three to four Family Fun Events every year that invite all of our families to gather and enjoy fun activities and offers the ability to engage and socialize with other DSC families. The Intern will assist with planning and executing the DSCNWA Family Fun Bingo Night on February 28th and the SpringTastic Event on April 26th.

4. Board Meetings (Sustainable Organization Strategic Initiative)

The Intern will attend and participate in Board Meetings to get a good understanding of how nonprofits are governed. The Board of Directors meets on the 2nd Monday of every month from 6:30-8:30 PM.

The DS Intern will conduct an exit interview with the Director of Operations and Program Director and will be asked to put together a recap of key learnings and feedback to help us to continue building our intern program.

Summary

This internship opportunity is ideal for students hoping to work with people with special needs and their families in a nonprofit organization.

The DS Intern needs to be able to travel to the DSCNWA office (Suite 1424) in Rogers located in the Center for Nonprofits and to program locations if offered outside of the DSCNWA office. The DS Intern will be provided with a laptop to use during the internship and a dscnwa.com email address.

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Hours and days worked will vary weekly depending on the calendar of programs and events. Intern will work with the Program Director and Director of Operations to set their weekly schedule.

This is an unpaid internship.

To Apply

Interested candidates should email a resume and cover letter detailing your interest in the position to those listed below. Please include at least one reference.

Deadline to apply November 4th

Interviews will be held in November and a candidate selected by December 6th

Email resume, cover letter and three references to:

Program Director, Ms. Lindsay Dover at lindsay.dover@dscnwa.com

Director of Operations, Nicole Terry at nicole.terry@dscnwa.com