

PACE Center for Girls, Alachua
<https://www.pacecenter.org>
1010 SE 4th Avenue, Gainesville, FL 32601

Contact: Stephanie Darilus
Email: stephanie.darilus@pacecenter.org
Phone: 352-374-8799

Overview & Mission: PACE Center for Girls has developed a nationally recognized, research-based non-residential program model that features a balanced emphasis on academics and social services, with a focus on the future for middle and high-school aged girls and young women. The foundation of PACE is the gender-responsive culture where a safe environment is provided that celebrates girls. PACE offers services that take into account how girls learn and develop, and supportive staff members respond to and celebrate each girl's strengths and challenges. The holistic, strength-based, and asset building PACE program model addresses the needs of girls and has garnered recognition nationally as one of the most effective programs in the country for keeping girls from entering the juvenile justice system.

Schedule Requirements: Students must work a **minimum of 12 hours/week** but can work more. At the beginning of the internship term, the most suitable hours for interns to work is discussed and arranged to set a schedule.

Prerequisites/Qualifications: The only qualifications required for our internship are knowledge about and interest in the issues our organization deals with; a good attitude and professional demeanor; and willingness to work and learn.

What activities will the intern take part in, and how do they relate to Women's/Gender studies?

All interns will gain direct experience in non-profit management of a center dedicated to supporting and valuing all girls. Some positions will primarily work with the girls directly (Teacher's Assistant, Social Service), while other positions provide administrative and organizational support to the center as a whole (Office, Development, Marketing, Executive, Volunteer/Outreach).

Some potential tasks and responsibilities include:

- Creating flyers and marketing materials for special events
- Planning and organizing activities
- Representing PACE in the community
- Developing workshops
- Assisting with the intake process for potential students
- Communicating with parents, students, staff, and community partners
- Tutoring and mentoring the girls
- Drafting proposals and reports

- Maintaining files and materials

PACE aims to create a gender-responsive environment to help girls succeed, and all interns have a part in this mission.

Updated October 2020