

Bakersfield Youth Jobs Program: Nonprofit Internship

Nonprofit Internship Program Overview

Thank you for your interest in the Bakersfield Youth Jobs Program's Nonprofit Internship.

The Nonprofit Internship Program is a 400-hour paid internship that is completed over a period of 15 to 20 weeks. During this internship, participants will work part-time (20 to 25 hours per week) with local nonprofit organizations. As a pipeline to a career in public service, youth ages 18 to 30 will shadow an employee at participating nonprofits and help with clerical, administrative, and entry-level tasks. Youth will receive comprehensive career development services from the Kern Community Foundation including professional workshops, travel stipends, mentorship, and professional development.

Nonprofit Internship Eligibility

To be eligible for this program, applicants must:

- Have NOT participated in an AmeriCorps program;
- Be at least 18 years of age on the first day at the worksite;
- Be no older than 30 years of age during participation in the program;
- Be available to work no less than 20 hours per week;
- Have a Social Security Number (SSN); and
- Have a strong desire to serve their city and community!

Nonprofit Internship Application Process

The Nonprofit Internship Application is open year-round for submission. Kern Community Foundation will review applications on a weekly basis. If your application is selected for further consideration, you will be contacted by Kern Community Foundation to schedule a 30-minute panel interview.

Nonprofit Internship Compensation

Nonprofit Interns will be paid bi-weekly at a rate of \$18.00 per hour and provided with bus passes upon request.

Application Submission and Questions

Please email your application as one Microsoft Word document or PDF packet to jobs@kernfoundation.org. Please include your resume with the application submission. If you have any questions, reach out to the Kern Community Foundation at 661-616-2610 or jobs@kernfoundation.org. If you plan to mail or drop off your application, please send it to:

ATTN: Rashha Rohina
Kern Community Foundation
5701 Truxtun Ave, Suite 110
Bakersfield, CA 93309

Bakersfield Youth Jobs Program: Nonprofit Internship Referral Form

We encourage referrals for at-risk youth aged 18-30, and referrals are accepted year-round.

Referring Party Information

Referrer name: _____ Organization: _____

Phone: _____ E-mail: _____

Relationship to candidate (i.e., friend, family member, case manager, etc.):

Would you like to host this candidate in your organization? Yes No

If your answer to the previous question was no, is there an organization you recommend for the candidate? _____

Candidate Information

Candidate name: _____

Phone: _____ Email: _____

Is the candidate available to commit to the internship for the full duration (15 to 20 weeks)?

Yes No

Does the candidate have any scheduling constraints or availability issues that would impact the 20 to 25 hours per week requirement?

Yes No

If your answer to the previous question was yes, what constraints we must consider?

Why is this candidate a good fit for the Bakersfield Youth Jobs Program?

What type of experience and/or skills is the candidate hoping to gain?

Referrer signature: _____ Date: _____

Please submit the referral form to jobs@kernfoundation.org. The candidate is responsible for submitting their completed application to Kern Community Foundation. If the candidate requires assistance with submission, you may submit their completed application on their behalf to jobs@kernfoundation.org along with the referral form. Kern Community Foundation will not consider candidates who do not complete an application regardless of receiving a referral for them.