



2021-22 Paid Student Internship

Online Application Form: <https://forms.gle/yNFYEwFioaxCmYLy5>

Duration: October 15, 2021 - March 1, 2022 (with the possibility to extend)

Pay: \$10/hr for up to 10 hrs per week

Applicant requirements:

- If hired, must provide a W9 - you will be a contract worker of Bib & Tucker Sew-Op
- Access to transportation
- Access to reliable internet connection
- Use of a Sew-Op-issued email address
- Willingness to facilitate some sewing workshops

Duties:

Sew-Op Quilters (AKA "Tuesday Group")

- In-person attendance of weekly sessions: **10:00AM-1:00PM (Avondale Library)**
- Assist with set-up/take-down of furniture and supplies
- Support Sew-Op co-founder, Ms. Annie Bryant, during these sessions if/when there is a new participant; assist in attendance tracking, other roles as needed

Supply Donations

- In-person support of Ms. Annie during occasional supply drop-off
- Assist in the sorting of supplies and then transport of supplies, if required (to a thrift store)

Sewing Session Facilitation

- Mending Kit Pop-Ups (all ages, simple demonstration of sewing on a button, patching, etc)
- The March Quilts 8: A(MEND) - hand-sewing workshops where participants illustrate their feelings of the annual theme with thread, fabric, needlework
- QUARK (Quilting Activity Resource Kit) - hand-sewing workshops for elementary and middle-schoolers that teach math and art standards through the modality of sewing

Miscellaneous

- Some social media / design assistance if possible
- Assist with other programs if the executive director, program administrator, or any of the project leads needs help with something; as the intern becomes more familiar with the Sew-Op and how it operates, current staff may grow to rely on the intern for programmatic support

Roles & Responsibilities:

- Excellent email communication skills (promptness and professionalism)
- Friendly interpersonal skills (respectful and considerate of elders; able to communicate with them easily)
- Interest in fiber arts, textiles, fashion, quilting, crafting, DIY a definite plus

-Tech skills a plus: the Sew-Op utilizes Zoom, YouTube, Canva primarily, though we are happy to learn of other apps and software that would be useful to what we do

Please type **Bib & Tucker Sew-Op** as the answer to the last question of the first section of the application. The question reads, "What is your favorite color?"