



Internship Opportunity

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| Business/Organization | Location |
| Opportunity Works | Haverhill, MA |
| <p><u>MISSION</u> Opportunity Works is fully committed to enhancing the life for people with disabilities by promoting a culture of dignity and respect and ensuring individualized services that maximize the independence of the people we serve. We further resolve to eliminate the barriers that affect people with disabilities through community advocacy and education.</p> <p>Headquartered in Newburyport, with a satellite facility in Haverhill, Opportunity Works is a 501(c)3 private, non-for-profit corporation serving more than 216 men and women, ranging in age from 22 to 75, who come from 18 Merrimack Valley/North Shore communities. The agency operates with a staff of 125 professionals who bring a broad range of experience in working with people with disabilities. Additionally, hundreds of volunteers participate in fundraising and outreach events, serve on advisory committees, and volunteer in programs.</p> <p>The agency has consistently earned exemplary recognition for setting leading standards of excellence in the provision of employment, specialized day habilitation, community, and recreational services and programs for adults with disabilities.</p> | |

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| Pathway(s) | Social Services/Accounting/Education/Occupational, Physical and Speech Therapy |
| Opportunities | <p>There are various opportunities to get involved:</p> <p><u>Day Habilitation – available until 3pm</u></p> <ul style="list-style-type: none"> • This program is designed to provide a series of planned, coordinated, goal oriented services that include training in self-care, self-preservation, receptive and expressive communication, self-direction, community skills, activities of daily living, hygiene, grooming and recreation and leisure. • Clinical supports services offered through this program design include Health Services, Occupational and Physical Therapy, Speech and Language services and behavioral consultation. • Each participant has a support plan developed by staff, clinicians, family and guardians that is tailored to meet the individual needs of each member. • Therapeutic services and functional skills development training are provided while individuals participate in a wide selection of enriching activities • Internship students would have the opportunity to work with the clients as well as the clinicians (occupational, physical and speech therapists) |



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Community Based Day Supports – available until 3pm

- This program is a model designed for those people who desire services in addition to work. This program encourages self-determination by empowering participants to select activities that are personally meaningful to them. Individuals select from a broad range of daily activities that take place in a variety of community settings such as museums, parks, farms, theaters, fitness clubs, salons and local volunteer groups. Individuals participate in other activities such as nutrition and cooking, computers, current events, fire safety, and human rights groups.
- Internship students would have the opportunity to work with the clients as well as the clinicians (occupational, physical and speech therapists); students would also have the ability to assist the Activities Director (see “Activities” department below)

Employment Services – available until 3pm

- The purpose of this program is to get people working! Opportunity Works provides employment supports to individuals who express a desire to explore and to obtain jobs within their community. The agency provides vocational assessment, career exploration, on-the-job training, job placement, follow-up, and supervision.
- Internship students would have the opportunity to assist the staff in providing and creating the educational curriculum

Case Management and Fund Development – available until 4pm

- These departments handle documentation from funding sources and researching grants
- Internship students would have the opportunity to assist with office management, such as documentation and filing as well as research

Finance and IT – available until 4pm

- These departments handle accounting and technology needs at Opportunity Works
- Internship students would have the opportunity to assist with the day-to-day financial and technology needs, as directed by staff

Activities – available until 3pm (prep work available until 4pm)

- This department coordinates the various daily activities for clients
- Internship students would work with the Activities Director to provide activities



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| | <p>to clients, such as art, computer skills and job skills; assist the Director in preparing activities for the next day; and help develop curriculum for new activities</p> <p><u>Maintenance and Janitorial Services – available until 4pm</u></p> <ul style="list-style-type: none">• Internship students would work with staff to help keep the facility clean, safe and orderly |
| Requirements | Clients leave Opportunity Works at 3pm – students interested in working with clients will need to have a modified schedule, allowing them to leave earlier in the school day |

Additional Information

For more information, visit our website at: <http://opportunityworks.net/>