



# Entrepreneur In Training Partnership

## UW Madison Extension Intern - Prison Education Facilitator Assistant at RYOC

### Position Summary:

The Prison Education Facilitator Assistant will play a vital role in supporting and enriching the educational experience of incarcerated individuals enrolled in Defy Ventures' *CEO of Your New Life* course facilitated by the University of Wisconsin-Madison Extension's [Entrepreneur in Training Partnership](#).

### Key Responsibilities and Learning Outcomes:

1. **Co-facilitate Educational Sessions:** Assist in the designing, planning, and delivering of educational sessions to incarcerated participants at the [Racine Youthful Offender Correctional Facility \(RYOC\)](#). These sessions cover a range of subjects, including career readiness, personal development, and entrepreneurship.
2. **Support Individual Learning:** Work closely with the Program Facilitator to support program participants, or Entrepreneurs in Training (EITs), in achieving their personal growth goals during the program.
3. **Foster a Supportive Learning Environment:** Contribute to a safe, respectful, and inclusive learning environment within the correctional facility. Promote a positive and encouraging atmosphere to foster active participation and a passion for lifelong learning.
4. **Monitor Progress and Assess Learning Outcomes:** Assist with tracking the progress of participants, conducting assessments, and providing constructive feedback. Assist with documenting individual and group achievements, ensuring accurate and up-to-date records of educational accomplishments.
5. **Professional Development:** Participate in training opportunities provided by UW Madison Extension, Defy Ventures, and other partnering organizations to enhance teaching skills, subject matter expertise, trauma-informed facilitation skills, and knowledge of criminal justice and prison education practices.

### Qualifications:

- Ability to commute to the Racine Youthful Offender Correctional Facility (1501 Albert St., Racine) on a weekly basis. *Carpooling may be an option at times but having an alternative is necessary.*
- Ability to commit to a firm schedule, arriving on site by 7:45 a.m. to get through security and participate in class from 8-10:30 a.m. on Tuesdays and Fridays. Additional time for

special events or meetings may be required periodically but never on evenings or weekends.

- Currently enrolled in a relevant undergraduate or graduate program such as Communications, Psychology, Sociology, Criminal Justice, Community Engagement and Education Development, or Education.
- Demonstrated interest in education, criminal justice, social work, or related fields.
- Strong communication and interpersonal skills, with an ability to connect with diverse populations.
- Sensitivity to cultural differences and the ability to work with individuals from diverse backgrounds, including but not limited to individuals with traumatic experiences, varied education levels, and criminal records of all types.
- Highly organized, self-motivated, and capable of working independently within a structured environment.
- Ability and willingness to adhere to security protocols of the correctional facility.
- Ability to work respectfully with UW-Madison Extension and Wisconsin Department of Corrections staff and administration.
- Ability to handle a constantly changing environment mentally and emotionally, modeling emotional stability, calmness, and patience in high-stress situations.

## Duration and Compensation:

This is a temporary, part-time 10-15 hour per week internship position in connection with the CLIP program at UW-Milwaukee, with a flexible duration of a semester-to-semester basis, subject to the university's academic calendar and CLIP's funding guidelines. Compensation will be commensurate with university guidelines for CLIP intern positions.

***Note: This position involves regularly working within a medium/maximum security correctional facility, and adherence to all safety and security protocols is of utmost importance. A prerequisite for being hired will be background clearance by RYOC to allow entrance to the class. Safety training will be provided. Intern will never be alone with program participants.***

To apply, please email your cover letter and resume to Diana Hammer at [diana.hammer@wisc.edu](mailto:diana.hammer@wisc.edu). She can be reached via email or at 920/929-3178 with questions.