

UDSC

LOIS & ROBERT GREEN SUMMER 2019 PAID INTERNSHIP

ABOUT THE INTERNSHIP

THE URBAN DEVELOPMENT AND SOCIAL CHANGE (UDSC) CONCENTRATION IS PLEASED TO OFFER A **PAID SUMMER INTERNSHIP** FOR CONTINUING CLARK UNDERGRADUATE STUDENTS, MADE POSSIBLE BY A GENEROUS ENDOWED FUND ESTABLISHED BY CLARK ALUMNI LOIS AND ROBERT GREEN.

SELECTED INTERNS WILL ASSIST A WORCESTER CITY COUNCILOR OR THE STAFF OF A WORCESTER CITY GOVERNMENT AGENCY OR NON-PROFIT ORGANIZATION WITH A VARIETY OF PROJECTS AND ACTIVITIES AIMED AT ADDRESSING ISSUES OF CONCERN TO RESIDENTS OF WORCESTER. THE STIPEND FOR THE INTERNSHIP IS **\$2,800 FOR SIX WEEKS OF FULL-TIME WORK (35-40 HOURS PER WEEK)** OR PART-TIME WORK OVER A LONGER PERIOD OF TIME, TO BE COMPLETED BETWEEN MAY AND AUGUST 2018. THE STARTING AND COMPLETION DATES WILL BE DECIDED JOINTLY BY THE INTERNSHIP SUPERVISOR AND THE INTERN.

ADDITIONAL INFORMATION ABOUT THE INTERNSHIP CAN BE OBTAINED ONLINE, OR FROM PROFESSOR DEBORAH MARTIN (DEMARTIN@CLARKU.EDU), DIRECTOR OF THE GRADUATE SCHOOL OF GEOGRAPHY.

ELIGIBILITY

ALL CURRENT JUNIORS, SOPHOMORES, AND FIRST-YEAR STUDENTS WHO WILL BE CONTINUING THEIR UNDERGRADUATE STUDIES AT CLARK NEXT YEAR ARE ELIGIBLE FOR THE INTERNSHIP. **STUDENTS WHO HAVE DECLARED THE UDSC CONCENTRATION ARE ESPECIALLY URGED TO APPLY** AND WILL BE GIVEN PREFERENCE IN THE SELECTION PROCESS; APPLICATIONS FROM OTHER STUDENTS ARE ALSO WELCOME AND WILL BE GIVEN SERIOUS CONSIDERATION.

APPLICATION PROCEDURES

APPLICATIONS CAN BE FOUND ON THE UDSC WEBSITE. IN ADDITION TO SUBMITTING THE APPLICATION, STUDENTS MUST INCLUDE: A **2-3** PAGE PERSONAL STATEMENT DESCRIBING BACKGROUND AND QUALIFICATIONS THAT WOULD BE APPLICABLE TO THE INTERNSHIP; AN UNOFFICIAL CLARK TRANSCRIPT; AND THE NAME/DEPARTMENT OF 2 FACULTY MEMBERS WHO CAN PROVIDE A REFERENCE UPON THE SELECTION COMMITTEE'S REQUEST.

MORE DETAILS CAN BE FOUND ON THE APPLICATION FORMS.

All application materials must be submitted to Rachel Levitt (RLevitt@clarku.edu) by
February 28th 2019 at 5pm



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APPLICATION

PLEASE PROVIDE THE FOLLOWING INFORMATION:

NAME: _____ DATE: _____

YEAR OF GRADUATION: _____ MAJOR/MINOR/CONCENTRATION(S): _____

LOCAL ADDRESS/CAMPUS BOX NUMBER: _____

HOME ADDRESS: _____

CITY: _____ STATE: _____ PHONE: _____

EMAIL ADDRESS: _____

REFERENCE 1 (FACULTY NAME): _____ DEPARTMENT: _____

REFERENCE 2 (FACULTY NAME): _____ DEPARTMENT: _____

ITEMS TO SUBMIT WITH APPLICATION:

- A **2-3 PAGE** STATEMENT DESCRIBING YOUR BACKGROUND & QUALIFICATIONS FOR THE INTERNSHIP
- THE NAME & DEPARTMENT OF **2 FACULTY MEMBERS** WHO CAN PROVIDE A REFERENCE FOR YOU IF REQUESTED
- A COPY OF YOUR **UNOFFICIAL CLARK TRANSCRIPT** (PDF FORMAT OR PRINTED HARD COPY)

**SUBMIT ALL MATERIALS BY
FEBRUARY 28TH, 2019**

SUBMIT MATERIALS TO:
RACHEL LEVITT, RLEVITT@CLARKU.EDU | JEFFERSON 210



* MATERIALS WILL BE ACCEPTED IN PRINTED FORMAT OR VIA EMAIL BEFORE 5PM ON THE DUE DATE *