# Rhodes Logo 2004 Black

# Camp Panther22017 SUMMER SERVICE FELLOWSHIP

Get ready for an intensive, nine-week summer experience that challenges you to engage in significant community projects – while receiving F11 credit. Volunteering at a nonprofit organization, you will have the opportunity to use your skills and talents to both make a difference and pursue your passions. Working full-time with community organizations will give you the insider’s view about how they operate. You will be among a group of sixteen dedicated, passionate Summer Service Fellows who participate in programs that will help you learn even more about Memphis, service, yourself, and ways to tackle challenges you encounter.

The Summer Service Fellowship, led by Co-Directors Sandi George Tracy, Scott Garner, and Brittney Jackson, is an opportunity for you to work on community issues in Memphis such as education, health care, sustainability, and homelessness, among others. You may already have connections with a Memphis organization, or you may want to explore new local opportunities. If you have an idea you would like to discuss or are unsure about which nonprofit to approach:

* Contact community organizations about volunteering.
* Set up a meeting to discuss ideas with Career Services RSA and past Fellow Caryn Hawkins at hawce-18@rhodes.edu.

Choose a nonprofit that you think would be a good partner for your Summer Service Fellowship. Meet with this group to present your project idea; prepare for this meeting as you would for a professional interview. If the group is a good fit, provide the organization with the Nonprofit Endorsement Form. Keep in mind that this can be a lengthy process, so start as soon as possible.

* The program commitment is 40 hours a week: on average 36 hours per week are devoted to community projects and 4 hours per week are devoted to group programming.
* Fellows are paid $3,492 ($9.70 an hour) and are offered free housing at Rhodes.
* In order to allow participants time and energy to fully engage in the experience, Fellows may not hold another job or attend summer school.
* Fellows must provide their own transportation to community sites.

# Important Dates to Remember

Tuesday, January 17th @ 4pm Info Session in Burrow 105 (Career Services)

Wednesday, January 18th @4pm Info Session in Burrow 105 (Career Services)

Wednesday, February 15th @ 5pm Applications due to Career Services, first floor, Burrow Hall

Friday, Feb. 17th - Thursday, Feb. 23rd Interviews for selected candidates will be conducted

Monday, February 27th Applicants will be notified of selection decisions

Tuesday, May 30– Friday, July 28 Fellowship program dates

**SUMMER SERVICE FELLOWSHIP**

**2017 APPLICATION**

# Part One: Resume

Submit a one-page resume. Include e-mail address, phone number, overall GPA, graduation year, and R#.

# Part Two: Personal Statement

Submit a personal statement of up to 750 words in which you describe who you are and why you are interested in the Summer Service Fellowship program. The specific content of the personal statement is up to you. Some of the possible items to address include:

1. Why are you applying for the Summer Service Fellowship?
2. Where would you like to complete your fellowship and why are you interested in this organization?
3. What experiences have you had that you think make you qualified for the Fellowship?
4. What social issue(s) do you care most about and why?
5. How does this program fit into your academic interests and/or future aspirations?
6. The Summer Service Fellowship should be a growing experience for you. How will this take you to a new level of community engagement?
7. How would you embrace the challenge of immersing yourself in a full-time, nonprofit work experience?

# Part Three: Recommendation

The recommendation form should be completed by someone (not a family member) who can address your abilities to be successful as a Fellow. The form could be written by a work supervisor, an athletics coach, a college faculty or staff member, a volunteer supervisor, or someone else who knows your abilities well; recommendations should not be written by an individual within the organization for which you are applying. Please fill out the top portion of the form and then give the form to that individual to complete.

# Part Four: Nonprofit Endorsement

A Nonprofit Endorsement Form should be completed by the community organization where you are proposing to work this summer. You are encouraged to meet with the agency representative, in person, to discuss your interests and to determine if there is a mutual interest in the work available.

# Part Five: Signature

By signing this form, I am indicating that I have read and understand all parts of this program, including the following aspects:

* Students selected for this program will be working closely with community partners as representatives of Rhodes within the greater Memphis community.
* All selected students are required to be present throughout the entire program between the given start/end dates. No late arrivals, early departures, or extended absences are allowed.
* All students are required to provide their own personal transportation (for travel to and from their nonprofit sites, as well as for attending various other program activities occurring off campus).
* Participating students may not hold other paid positions on or off campus throughout the duration of the program.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Application Deadline***

Your application (resume and personal statement), recommendation letter, nonprofit endorsement, and signature are due to Career Services (105 Burrow Hall) by Wednesday, February 15, by 5:00pm.

**2017 SUMMER SERVICE FELLOWSHIP RECOMMENDATION FORM**

# TO BE COMPLETED BY APPLICANT

Applicant Name:

## I hereby voluntarily waive all rights of access to the contents of this recommendation as conferred by the Family Educational Rights and Privacy Act of 1974 (as amended or otherwise) and understand that my being granted or denied the Fellowship does not depend upon my signing this waiver.

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# TO BE COMPLETED BY REFERENCE

We appreciate your taking time to give us honest feedback about this applicant. This form is due on **Wednesday, February 15**. Please send it to:

Sandi George Tracy
Rhodes College, Career Services

2000 North Parkway

Memphis, TN 38112

You may also fax it to 901-843-3975. If you have any questions about this process, please contact Sandi at 901-843-3800 or tracy@rhodes.edu.

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

May we contact you to discuss this candidate? \_\_\_Yes \_\_\_No

How long have you known this student?\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In what capacity?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please rate the candidate compared to his / her peers on the following traits using the scale below.**

0=no basis for judgment; 1=needs development; 2=average; 3=above average; 4=exemplary

**Achievement:** achieves ambitious, measurable results 0 1 2 3 4

**Perseverance:** persists through obstacles and remains 0 1 2 3 4

optimistic in the face of challenges

**Organizational Ability:** prioritizes effectively and 0 1 2 3 4

accomplishes tasks efficiently

**Respect for Others:** strives to understand others’ 0 1 2 3 4

perspectives; demonstrates a belief in the potential of all people

**Integrity:** is always honest and ethical 0 1 2 3 4

**Professionalism/Maturity:** acts in a respectful manner toward 0 1 2 3 4

supervisors and co-workers; assumes responsibility for mistakes

**(page 1 of 2)2017 SUMMER SERVICE FELLOWSHIP RECOMMENDATION FORM**

1. This individual will be representing Rhodes College while completing a nine-week, full-time Summer Service Fellowship. In your opinion, what strengths would this person bring to the experience working at a Memphis nonprofit?
2. What concerns and reservations, if any, do you have about this person in such a situation?
3. Please write about this person’s ability to think reflectively both individually and within group settings?
4. What other comments would you like to make about this person?

Please check one of the following:

 \_\_\_\_I recommend this person without reservation.

 \_\_\_\_I recommend this person with the reservations noted above.

 \_\_\_\_I recommend this person wait a year or two and then re-apply.

 \_\_\_\_I do not recommend this person.

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**2017 NONPROFIT ENDORSEMENT FORM**

# TO BE COMPLETED BY THE NONPROFIT

This applicant is proposing to work with your organization as a Rhodes Summer Service Fellow. The Rhodes Summer Service Fellowship is awarded to sixteen students who will complete 36 hours of service per week from **Wednesday, May 31, to Friday, July 23**. (**Tuesday, May 30, is an all-day retreat for Fellows on the Rhodes campus.**) **Please note: All Fellows will be required to attend weekly meetings at Rhodes on Tuesdays from 1-5PM**. Although their pay comes from Rhodes, your organization will need to provide resources in the form of project supplies, office supplies, supervision, training, and more. Please complete this form if you are willing to endorse the student candidate.

The program is competitive and an endorsement does not guarantee a placement. If you endorse multiple candidates the selection committee considers placing, you will be consulted about your organization’s capacity to supervise more than one fellow.

If you have any questions about this process, please contact Sandi at 901-843-3800 or tracy@rhodes.edu.

*The Rhodes Fellowships Program is committed to five specific student learning outcomes that have been shown to be crucial to successful experiential education:*

 *• Integration of knowledge, principles, and skills learned in the classroom within the fellowship activity*

 *• Strengthening of analytical and/or creative abilities toward the establishment of a professional identity*

 *• Involvement in participatory, collaborative, and/or team-oriented learning*

 *• Personal and social development*

 *• Development of critical reflection skills*

Student Applicant Name:

Nonprofit Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s Direct Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Has this candidate worked at your organization before? \_\_\_\_Yes \_\_\_\_No

If yes, in what capacity? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. **Briefly list projects / responsibilities that the fellow will have this summer.**
2. **Please describe any orientation, training, or development opportunities that your organization will make available to the student, especially those that might be relevant to the student learning outcomes outlined on the first page of this form.**
3. **Having met with the applicant to discuss the responsibilities and opportunities listed above, how do you envision this student will help to advance your organizational mission?**

**Please check if you feel that what is proposed meets the criteria listed.**

\_\_\_\_Our organization has the necessary resources (staff, supplies, work space, etc.) that will be needed by this

individual in order to accomplish the project proposed and is willing to dedicate those resources to what is proposed.

\_\_\_\_Student will be working at staff level

 This is a high-level position for an experienced student, involving program management or implementation (e.g.,

 teaching, curriculum development, and project design), research, program design, and planning.

\_\_\_\_The proposed project/activity is realistic for the May 31 – July 23, 36-hour-a-week time frame of the Summer

 Service Fellowship.

**Signature of nonprofit contact**:

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