



2012 Southern Education Leadership Initiative

Nonprofit Sector Internships

The Southern Education Foundation (SEF), www.southerneducation.org, is the South's oldest education philanthropy, tracing its origins back to 1867. Its mission is to advance equity and excellence in education for low income students and communities in the South, the region that is home to the nation's poorest people. The South has the lowest levels of education attainment and achievement, the highest dropout rates, and provides the least need-based financial aid for higher education. It has the greatest need for new leaders to develop community partnerships and corrective public policies that will improve education equity, quality, and opportunity at all levels.

Recognizing the need for new outstanding leaders in education and the nonprofit sector, SEF initiated in 2004 the Southern Education Leadership Initiative. The Initiative provides highly motivated and diverse upperclassmen and graduate students opportunities to develop as leaders, engage in their communities, acquire practical job skills, and learn about contemporary education issues. Students spend the summer in trainings and working at a leading nonprofit sector organization. During this experiential learning opportunity, they examine strategies for improving education, addressing community needs, and putting theory into practice. Over the last eight summers, SEF has placed over 135 students in nearly 70 nonprofits and foundations throughout the region focused on providing advocacy, grant-making, policy analysis, research, community organizing, and direct service in education. Students are given summer placements that pair well with their experience, educational interests, career paths, and developmental needs. Students may be asked to relocate for the summer.

Interns are selected through a highly competitive process—only the most committed and hardworking students will be able to participate. Each intern is required to participate in a pre-placement Orientation meeting in Atlanta, work full-time during the course of his/her internship on challenging substantive projects, and present lessons learned from the internship to his/her peers and SEF at a Closing Meeting in Atlanta. The trainings offer the interns a chance for structured reflection and peer learning.

Interns receive:

- **Experience:** an opportunity to work for eight weeks in an organization concerned with equity and excellence in education e.g., a policy institution, community-based organization or philanthropic institution;
- **Stipend:** a living expense stipend of \$4,000 (for undergraduates or graduating seniors), or \$4,500 (for graduate students who will have completed at least one term by June 1, 2012);
- **Travel:** all airfare/car mileage expenses associated with traveling to and from SEF trainings to summer placement site (assistance also provided by SEF in making travel arrangements and locating summer housing if needed);
- **Orientation:** trainings that expose students to research in the field, stress the importance of civic engagement, teach strategies for making change, and provide opportunities to meet and learn from inspiring leaders involved in education policy and practice;
- **Internship Placement:** guidance and supervision provided by seasoned sector leaders to work through the summer intensively on challenging research, education policy, and nonprofit program related projects; and
- **Closing Meeting:** the opportunity to present their work to their peers, reflect, brainstorm how to take the lessons learned from this experience back to their communities, and become part of a network of emerging leaders in the sector.

For more information see: www.southerneducation.org > Programs > Southern Education Leadership Initiative

Application Process

The Southern Education Foundation has a history of promoting top-quality and diverse leadership in education by helping to prepare future leaders to make a difference. The Southern Education Leadership Initiative helps to connect tomorrow's leaders with today's education advocates and reformers. Interns are selected through a highly competitive process.

Eligibility Requirements

- Completion of 60 credit hours (equivalent of junior status & above in undergraduate program) or enrollment in a graduate program or law program at a college or university.
- Familiarity with or demonstrated interest in social justice and/or education policy and practice.
- Excellent interpersonal, writing, and critical thinking skills, with flexibility to respond well to diverse people, settings, and tasks.
- Submission of the complete application by due date. (No exceptions on late applications will be made).

Students must submit a completed application form and all required materials to the Southern Education Foundation postmarked no later than **March 1, 2012**. Applications will be accepted by mail or electronically at velkan@southerneducation.org. Incomplete applications or submissions postmarked beyond the deadline will not be accepted. Applications will be reviewed, and the most promising and deserving students for the internship opportunity will be selected based on campus involvement, community service, a written personal statement, short-answer questions, academic achievement, and two letters of recommendation.

To Apply Please Complete and Return the following:

- Signed application form
- Transcript from college or university currently attending (unofficial or official accepted). No minimum GPA is required.
- Resume
- Personal statement
- Short-answer question
- Two letters of recommendation, along with the attached recommendation form, must be **sent directly from reference** (Letters can be emailed to velkan@southerneducation.org or mailed to address below).

Program Timeline

<u>March 1, 2012</u>	<u>April 1, 2012</u>	<u>June 5-8, 2012</u>	<u>June 11–August 3, 2012</u>	<u>August 7-10, 2012</u>
All applications and materials must be submitted (postmarked) to SEF	Internship recipients announced	Internship Orientation in Atlanta, Georgia	Internship at placement site	Internship Closing Meeting in Atlanta, Georgia

Applications must be received by email or postmarked by March 1, 2012

2012 Southern Education Leadership Initiative

Southern Education Foundation

Attention: Vanessa Elkan, Assistant Program Officer
135 Auburn Avenue N.E., Second Floor, Atlanta, Georgia 30303
velkan@southerneducation.org

For questions contact: Katherine Dunn, Program Associate
Phone: 404-991-6764 **Email:** kdunn@southerneducation.org



2012 Southern Education Leadership Initiative Application

Applications and materials must be postmarked by March 1, 2012

Name: _____ Date of Birth: _____ [☐] Female [☐] Male

How did you hear about the internship? _____

Current Contact Information: Valid until (month /day /year) _____/_____/_____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Permanent Contact Information:

Street Address: _____

City: _____ State: _____ Zip: _____

Ethnic Background: (Please check all that apply)

[☐] African American [☐] Latino/a [☐] Pacific Islander [☐] Caucasian
[☐] Asian American [☐] Native American [☐] Other (Specify) _____

Areas of Interest: Please rank your 5 primary areas of interest in order from 1-5(1 being highest of interest):

[☐] Education Policy, Advocacy [☐] Teaching, Education Administration [☐] Philanthropy
[☐] Data Analysis and Research [☐] Community Organizing/Direct service [☐] Rural Education
[☐] Early Childhood Education [☐] K-12 Education issues [☐] Higher Education

Other field(s) of interest: _____

Undergraduate/Graduate Education: Please list all institutions attended (current first):

College/University: _____ Location: _____ Major/Degree: _____ GPA: _____ Dates Attended: _____

College/University: _____ Location: _____ Major/Degree: _____ GPA: _____ Dates Attended: _____

College/University: _____ Location: _____ Major/Degree: _____ GPA: _____ Dates Attended: _____

Expected date of graduation from current program:

Current GPA:

Are you eligible to receive a Pell grant?: ☐ Yes ☐ No

Hometown/City: State:

2012 Application Materials and Additional Directions:

Resume: Please submit a resume that includes information about the following:

- Education • Employment/Internships • Community Service • Honors, Awards & Achievements

Letters of reference: See page 5 of this application for reference form, which should be completed and submitted along with letter.

Personal Statement: Please submit a statement of purpose of 2-3 pages addressing each of the following:

1. What is one education issue in your community, state, the Southern region, or nation that you believe strongly needs to be solved? Why?
2. Your career goals and how your background (family, community, education, life/work experiences) has influenced those goals.
3. How you think participating in the Southern Education Leadership Initiative will help you build the necessary skills/experience to achieve those goals, especially in relation to low income and/or minority students in the South.

Short-Answer Question: Please respond to one of the following questions (maximum 300 words):

1. Describe a change you would propose in education policy or practice, and why.
2. Describe a project you would design to address issues of education inequality and inadequacy and how it might benefit the South.

For your application to be considered complete, you must agree and initial next to the following statements below.

I certify that the statements in this application and all supporting materials are accurate and complete. I hereby allow the release of this information to the Southern Education Foundation for the purpose of review for participation in the Southern Education Leadership Initiative. If I am accepted into the program, I authorize SEF to periodically obtain updated contact information from schools I have attended, now or in the future.

- ☐ I am willing to relocate for the summer outside my current state and city for the Southern Education Leadership Initiative.
- ☐ I will not enroll in any summer courses or accept or maintain any other jobs during the summer if selected into the Southern Education Leadership Initiative.
- ☐ I will attend the SEF Orientation, Closing Meeting and work at my placement site for the dates mentioned in the Program Timeline of this application.

Signature: _____ Date: _____

*Applications must be received by email or postmarked by **March 1, 2012***

Southern Education Foundation
2012 Southern Education Leadership Initiative
Attn: Vanessa Elkan, Assistant Program Officer
135 Auburn Avenue N.E., Second Floor, Atlanta, Georgia 30303
velkan@southerneducation.org



2012 Southern Education Leadership Initiative Application

Letter of Reference Form

Internship Eligibility Requirements:

- Completion of a minimum of 60 credit hours (equivalent of junior status & above in undergraduate program) or enrollment in a graduate program or law program at a college or university.
- Familiarity with or interest in social justice or education policy and practice.
- Excellent interpersonal, writing, and analytical skills, with flexibility to respond well to diverse people, settings, and tasks.
- Completion of the 2012 Application and submission of all required documents to the Southern Education Foundation by **March 1, 2012**.

How to Refer a Student for the Opportunity:

- Please draft a letter of reference explaining how you have come to know the student and how you think the student might benefit from participation in the internship. (This letter will serve as one of their required letters of recommendation.)
- Provide the contact information of the student you are writing a letter of reference for and your own contact information in the space provided below. Attach this completed form to your letter of reference.
- Please submit your letter of reference and completed form by mail (address below) or email to velkan@southerneducation.org.
- Encourage students to download a copy of the application by visiting our website: www.southerneducation.org > Programs>Southern Education Leadership Initiative.
- **Please note: Letters of reference and completed applications must be received by SEF no later than March 1, 2012 to be considered. No exceptions will be made for late applications.**

Student's Contact Information:

Student Name: _____ Undergraduate/Graduate: _____

Phone: _____ Email: _____

Reference's Contact Information:

Name: _____ Position: _____

Institution: _____ Phone: _____

Email: _____

Signature of Reference: _____

Submit letter and form to: Southern Education Foundation, Attn: Vanessa Elkan, Assistant Program Officer, 135 Auburn Ave. N.E., Second Floor, Atlanta, GA 30303 or electronically to velkan@southerneducation.org.

For questions please call: 404-991-6762