



April 8, 2022

Dear Alex,

Congratulations! After reviewing your proposal to the Social Justice Research and Education Fund, the Office for Institutional Diversity is pleased to award the Statistics Department \$3,000 to be used for intern wages this summer and an additional \$180 to be used for printing, supplies, and membership fees.

The internship can be structured as you see fit. The recommended wage is \$15/hour. Your department is responsible for selecting the student intern(s). **The SJREF donors have requested that we give priority to students from historically marginalized and underrepresented groups (i.e. students of color, trans or nonbinary students, first generation to college students, and/or lower income students) for these internship opportunities.** If you need help identifying a student, please contact Kat Buckspan, student work coordinator, at kbuckspan@reed.edu.

Once you have identified a student intern and determined their start date and end date, please e-mail institutional.diversity@reed.edu with this information. We will hire the student in IRIS for a social justice internship and indicate you as their supervisor; the student will need to complete timesheets throughout the duration of their internship in order to be paid through this fund. Remote work is acceptable as long as the intern resides in the state of Oregon during their internship.

By accepting this award, you and your intern(s) will be asked to:

- Participate in two gatherings over the summer. The purpose of these gatherings is for all of the Social Justice interns and supervisors to meet each other and discuss the progress of their projects.
- Write a short reflection at the conclusion of the internship. These reflections are shared with various stakeholders of this fund in an effort to continue to offer this opportunity to future students.

There is also an opportunity for your student intern(s) to present in the Fall Research Showcase, depending on the outcome of your project.

We are delighted that you are providing such an important and meaningful internship opportunity. Thank you and please let me know if you have any questions.

Best regards,

Jessika Chi

Jessika Chi
Assistant Dean for Institutional Diversity