Direct Service Internship Program

Student Internship Application 2016-2017

Program Information & Important Dates

Program Description

Dates of Program: Monday, August 22nd 2016 through Friday, May 5th 2017

Interviews (1st Round – on campus): Thursday, March 31st to Tuesday, April 5th (Exact time TBD)

Interviews (2nd Round – at site): Monday, April 11th to Friday, April 22nd (Exact time TBD)

Notified of Position: Friday, April 25th 2016

Deadline to Accept Offer: Wednesday, April 27th 2016 (Close of Business)

Incoming Intern Spring Orientation Session: Tuesday, May 3rd 2016 from 6-7:30pm

Fall Orientation: Week of August 22nd 2016 (Exact date TBD)

Time Commitment: 8-10 hours/week (includes training and development)

Cost: None unless transportation to service site is required (Limited stipends available based on need)

Benefits: Supporting powerful work and earn field study units (if interested)

Direct Service is a yearlong internship program that connects students and local non-profit agencies working on local issues through project-based internships

Preferred Skills/Requirements

- Undergraduate or Graduate student enrolled at UC Berkeley
- 1 year of service experience (service can be varied)
- Ability to manage multiple projects at the same time
- Ability to effectively manage various time commitments
- Ability to meet deadlines and take initiative
- Ability to work alone and as part of a team
- Competent computer skills and ability to do online research

Job Responsibilities & Expectations

- Vary depending on site placement. Please review the DS Placement Descriptions for specific site requirements
- Attend a 2 hour orientation the week of August 22nd 2016 (Exact date TBD)
- Complete yearlong (8-10 hours/week) internship beginning Monday, August 22nd 2016 and ending Friday, May 5th 2017
- Attend Planning, training, reflective Dialogue spaces (tentatively Tuesdays), from 6-7:30pm 2x per month
- Participate in the UC Berkeley Public Service Center Project Showcase in April/March 2017
- 2 All day leadership orientations/events (additional to program orientation)
  - Student Leaders in Service Orientation: August 22, 2016 (tentative)
  - Student Leaders in Service Retreat: January 28, 2017 (tentative)