Direct Service Internship Program

Student Internship Application 2016-2017

Program Information & Important Dates

**Program Description**

**Dates of Program:** Monday, August 22\textsuperscript{nd} 2016 through Friday, May 5\textsuperscript{th} 2017

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

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

**Notified of Position:** Friday, April 25\textsuperscript{th} 2016

**Deadline to Accept Offer:** Wednesday, April 27\textsuperscript{th} 2016 (Close of Business)

**Incoming Intern Spring Orientation Session:** Tuesday, May 3\textsuperscript{rd} 2016 from 6-7:30pm

**Fall Orientation:** Week of August 22\textsuperscript{nd} 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 22\textsuperscript{nd} 2016 (Exact date TBD)
- Complete yearlong (8-10 hours/week) internship beginning Monday, August 22\textsuperscript{nd} 2016 and ending Friday, May 5\textsuperscript{th} 2017
- Attend Planning, training, reflective Dialogue spaces (tentatively Thursdays), 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)