

Northern Michigan University

Student Leader Fellowship Program



Developing Your
Community Service Internship

INTRODUCTION

As you start to develop your Community Service Internship (CSI) for the coming year, you are entering what is potentially one of the most exciting and rewarding periods of your two-year leadership experience. Your CSI should give you the opportunity to exhibit and practice your leadership skills and abilities in a real-life setting. At the same time, your Community Service Internship setting will give you experience that will continue your growth as a leader. It will also serve to acquaint you with the even more important world of community service. There is a growing awareness of the fact that if we are to solve the major problems that exist in our country and in our world today, it will be by confronting and solving them in thousands of communities. Action at the local level is the key to success. Providing leadership at the local level is and will be essential.



Your Community Service Internship should center around an area of interest for you. It should also take you out of your comfort zone and challenge you with new experiences. Most importantly, it should be an experience that is both fun and rewarding. For this to happen, it is necessary for you to work diligently this semester to develop an internship that meets both your interests and the goals that the Student Leader Fellowship Program has for the Community Service Internship. The next few months will largely determine how much you enjoy and benefit from your second year in the SLFP. Challenge yourself! Be creative! We as a staff are committed and are always willing to help you.

TIPS FOR DEVELOPING A GREAT COMMUNITY SERVICE INTERNSHIP

Be Creative

Is there something that hasn't been done before that would be interesting and exciting for you and a benefit to the community?

Be Bold

Sometimes the most rewarding experiences are those that take us out of our comfort zone.

Be Thorough

Time invested NOW in exploring Community Service Internship possibilities will result in a great experience next year. Find a site that will be meaningful and that you will thoroughly enjoy!

Consult with your Mentor

Often times, they will have good advice and great ideas for you.

Use All of your Sources

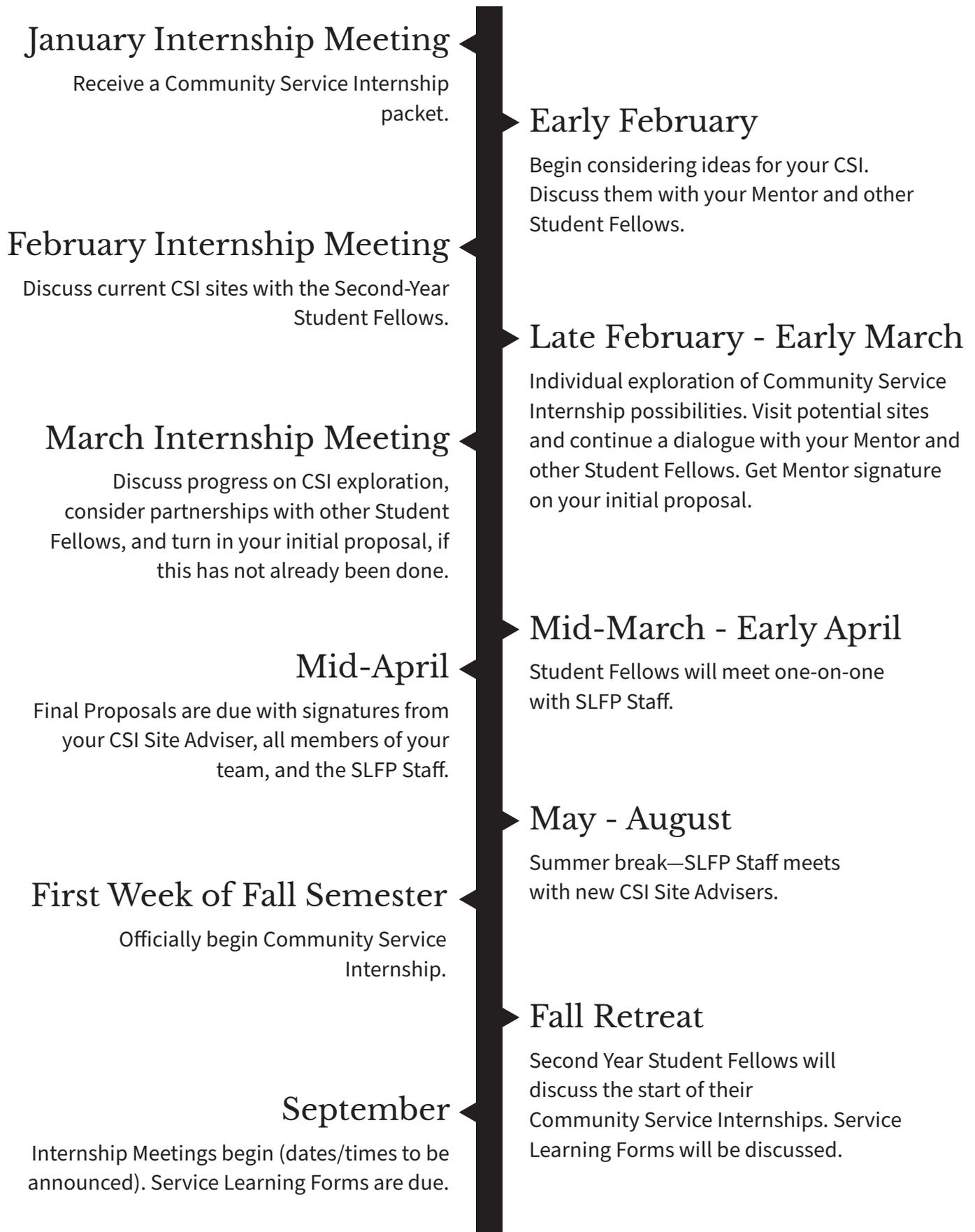
Past and current site listings, second-year Student Fellows, Mentors, SLFP staff, etc.

Consider Teaming Up

It can be very enjoyable to have a partner or partners!



TIMELINE AND PROCESS FOR INTERNSHIP DEVELOPMENT



PURPOSE STATEMENT AND GOALS

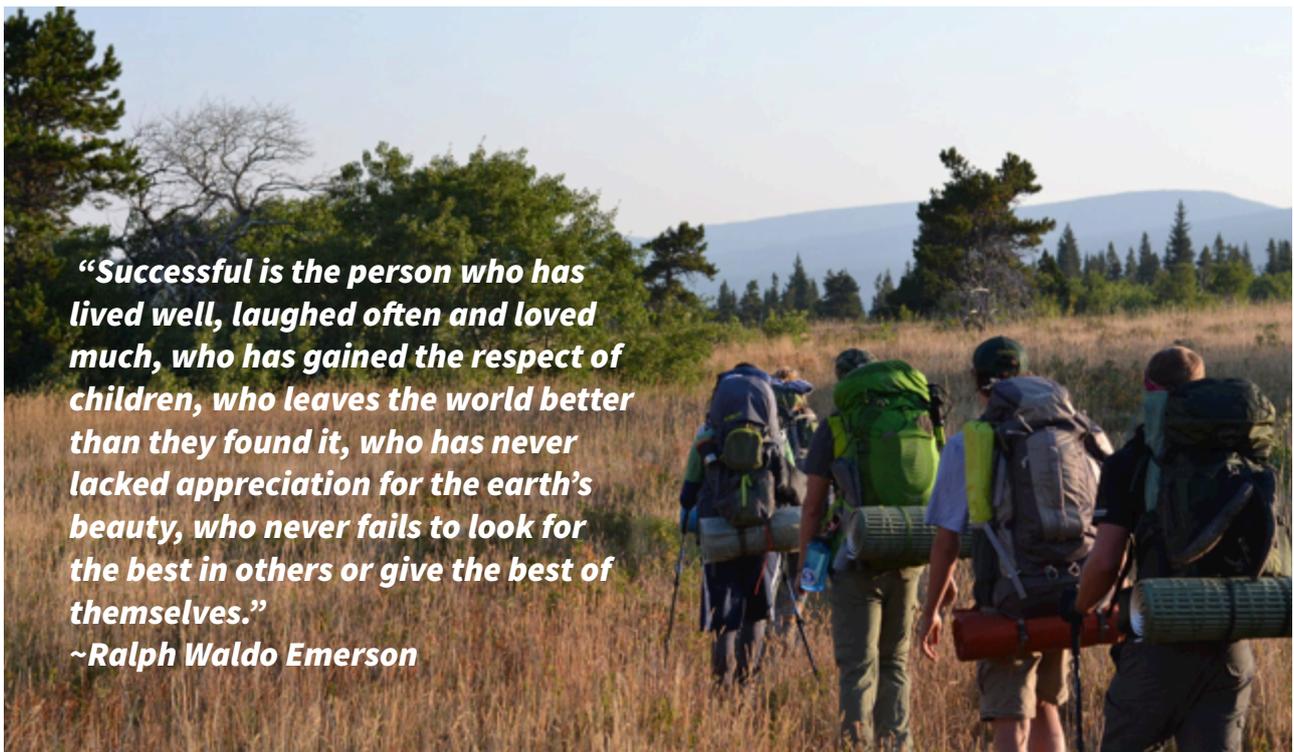
Purpose Statement

The Student Leader Fellowship Program is designed to develop a leader who is better equipped to meet community and societal responsibilities. Therefore, the Community Service Internship is one of the most vital components of the Student Leader Fellowship Program. Participation in the internship will allow Student Fellows to gain a true appreciation of the ethics, values, demands, and processes associated with responsible leadership and will provide an avenue to ensure a continued commitment to the community.

Goals

The Community Service Internship will provide Student Fellows the opportunity to:

1. Use acquired leadership skills in the creation and implementation of a community service project.
2. Be directly involved in and responsible for community enrichment or social change activities.
3. Have a positive impact on the quality of life in Marquette and surrounding areas.
4. Have a satisfying and enjoyable leadership experience in an area of interest.



“Successful is the person who has lived well, laughed often and loved much, who has gained the respect of children, who leaves the world better than they found it, who has never lacked appreciation for the earth’s beauty, who never fails to look for the best in others or give the best of themselves.”

~Ralph Waldo Emerson

CRITERIA FOR ASSESSING THE COMMUNITY SERVICE INTERNSHIP

Community Service Internship proposals will be accepted based on the following criteria:

1. LEADERSHIP

Does the Student Fellow have leadership of the project? This may involve leading the activities of a group, setting goals and implementing them, and taking ultimate responsibility for the success or failure of the task. The Student Fellow must also be able to make important decisions within the CSI, which utilize analytical and problem-solving skills.

2. CHALLENGING vs. REALISTIC MISSION

Is the overall mission of the CSI challenging? At the same time, does it suggest a realistic process for accomplishment? The nature of the project must lend itself to specific goals, which, if followed in a step- by-step fashion, will achieve a tangible outcome over a period of two semesters.

3. COMMUNITY SERVICE/VOLUNTEERISM

Is the CSI truly a volunteer project? It must not be done for money, academic or career advancement, or other extrinsic personal reward. It must involve meaningful tasks that make a difference in the lives of people in Marquette/Alger Counties.



CRITERIA FOR ASSESSING THE COMMUNITY SERVICE INTERNSHIP

4. TIME COMMITMENT

Is the time commitment appropriate? The proposed CSI must entail an on-going commitment which takes approximately three-four hours per week over two semesters. However, it is recognized that some internships will demand more time some weeks and less other weeks. It is permissible to operate on a flexible time-frame provided the schedule has been approved by your Site Adviser.

5. COMMUNITY SERVICE ADVISER

Who will be the Site Adviser? Student Fellows must work closely with a Community Service Internship Site Adviser who has an in-depth, working knowledge of the internship setting. Community Service Site Advisers are community leaders who are committed to helping Student Fellows establish and achieve their CSI goals.



ROLES AND EXPECTATIONS

September – April

Expectations of Student Fellows:

1. Complete a detailed Service Learning Form after approximately 10 hours of your CSI have been completed.
2. Participate in Monthly Internship Meetings with other Student Fellows and SLFP staff.
3. Attend a one-on-one meeting with an SLFP staff member each semester.
4. Maintain communication with your CSI Site Adviser through regularly scheduled meetings.
5. Write a Reflection Paper at the end of the Community Service Internship experience.

Expectations of Community Service Internship Site Advisers:

1. Provide Student Fellows with the orientation, advice, and guidance necessary for success in the internship.
2. Provide the proper work environment as needed to perform the Community Service Internship.
3. Complete a brief written evaluation of each Student Fellow mid-project and at the end of the project.
4. Maintain communication with Student Fellow(s) through regularly scheduled meetings.
5. Communicate any problems, concerns, or other feedback to the SLFP staff.



ROLES AND EXPECTATIONS

September – April

Expectations of SLFP Staff:

1. Facilitate Internship Meetings for service learning, idea sharing, motivation, and fellowship.
2. Monitor the progress of Student Fellows to award those who have completed the SLFP, to recognize outstanding contributions, and to intervene in cases of failure to meet minimum expectations.
3. Meet with each Student Fellow once each semester.



COMMUNICATION RESPONSIBILITIES



Communication

