

The 2010-2011 Community Relations Coalition (CRC) Internship Application Packet



Community Relations Coalition

www.wealllivehere.org



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Fall 2010 – Spring 2011

Interested in community service and leadership? Want to get more involved in your community? Looking to develop your communication, teamwork, problem-solving, and leadership skills? Desire a paid internship with many transferrable skills?

If your answer to any of these questions is yes, then the Community Relations Coalition (CRC) and Michigan State University (MSU) invite your application for the 2010-2011 CRC Internship. MSU undergraduate students at the junior level or above in good academic standing are encouraged to apply for this two-semester, paid internship.

CRC Interns will spend a minimum of 10 hours/week working toward the mission and purposes of the CRC: to build trusting relationships between the communities of East Lansing and MSU by fostering cooperation and communication between neighbors. Some of the other stipulations for the Internship include:

- CRC Interns must be fully available to attend orientation and training August 23 – 27, 2010; participation in this workshop is mandatory for every Intern
- Interns must also be able to attend weekly staff meetings, held 7:30 – 9:00 PM on Tuesday evenings, throughout the fall and spring semesters
- This internship will not require academic credit, but interns may arrange for credits through their college and the Internship Coordinator
- CRC Interns will receive a stipend equivalent to \$1,700/academic year, paid monthly from August to May
- As stated above, Interns must commit to spending, on average, 10 hours/week toward the mission and purposes of the CRC

Sample CRC Intern duties include:

- Networking with and gathering varied perspectives of MSU/East Lansing community members and residents
- Fostering relationships with and between immediate neighbors and neighborhood association members
- Initiating, planning, executing, and participating in community-building events and programs tailored toward the mission and purpose of the CRC
- Educating others about MSU/East Lansing relations
- Understanding and utilizing resources in the community and serving as a resource for community residents

Successful applicants will exhibit qualities and skills relevant to the duties described above. Applicants must live in one of East Lansing's near-campus neighborhoods: Bailey, Red Cedar, or Oakwood for the entire duration of the 2010 – 2011 academic year. Please visit the City of East Lansing website, www.cityofeastlansing.com for more information about these neighborhoods.

TO APPLY: Submit your completed application, resume with names and contact information for three references, and class schedule for Fall 2010 to crc@msu.edu with "CRC Internship Application" in the subject line. You are also welcome to bring your application materials in hard copy to Joyce Brennan in Room 162, Student Services Building. Please e-mail the CRC with any questions regarding this Internship. Applications will be accepted until all positions are filled; however, most individual interviews will be completed by April 2, and selected applicants will be invited to participate in the 2nd round of the interview process, including a group interview, on Monday, April 5.

Visit www.wealllivehere.org for more information about this internship opportunity!



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Please answer the questions below in a separate document and submit them via e-mail, crc@msu.edu, OR bring them to Joyce Brennan in Room 162, Student Services Building.

Name:

Address for 2010 – 2011 academic year:

Current GPA:

Class standing for 2010 – 2011 academic year: Junior Senior

Please respond to the following questions/statements:

1. In 200 words or fewer, please explain why you are interested in this internship.

2. In 100 words or fewer, please describe any experience you have with the East Lansing community, such as interacting with long-term residents or city officials. Previous examples include Boy/Girl Scouts, community service organizations, or National Honor Society.

3. How do you think the following stakeholder groups perceive students living in East Lansing? (50 words or fewer each)
 - a. Long-term residents:

 - b. Students:

 - c. City officials:

 - d. MSU Administrators:

4. What do you think of when you hear the term “Community Relations”? (100 words or fewer)

5. What makes you an ideal candidate for this position? (200 words or fewer)



Community Relations Coalition (CRC) Internship Recruitment FAQs

Community Relations Coalition

www.wealllivehere.org

Applicants must:

- Be a full-time MSU student
- Be a junior or senior for 2010 – 2011 academic year.
- Live in East Lansing! (See below)

Applicants must submit:

- Application
- Resume with contact information of 3 references
- Fall 2010 class schedule (if available)
- Application packets should be submitted via e-mail to crc@msu.edu with “CRC Internship Application” in the subject line or brought in hard copy to Joyce Brennan in Room 162 in the Student Services Building.

Applications are available on the CRC website, www.wealllivehere.org and the Community Liaison website, www.collegelifeEL.msu.edu

Preference will be given to applicants who submit materials prior to Sunday, March 21, 2010.

Applicants must live in one of the following East Lansing neighborhoods:

- Bailey
- Red Cedar
- Oakwood

Neighborhood Boundaries:

Bailey: Saginaw, Grand River, Hagadorn, Abbot

Red Cedar: Marigold, Harrison, Trowbridge, I-496

Oakwood: Hillcrest, Marshall, Sunset, Southlawn, Forest, Fern, Abbott, Evergreen
(These are the streets in Oakwood, not boundaries)

Interested applicants should direct additional questions or concerns to:

Chris Sell
CRC Intern Coordinator
crc@msu.edu