**Poverty Studies Internship**

**Internship Description**

Students in the Poverty Studies Minor will complete a full-time, 8-10 week summer internship working with people in poverty. Students are expected to complete PVS 101 (Introduction to Poverty Studies) prior to undertaking the PVS Internship requirement.

This component of the Minor is designed to provide students with an opportunity to actively engage a complex and important social problem of which they may have very little firsthand knowledge and experience—poverty. There are many levels at which the problem of poverty could be engaged. However, the primary goal for the internship is for students to work directly with people living in poverty. Therefore, *at least* half of the time in the internship will be spent interacting with the people, getting to know them as individuals, and learning their stories and perspective. The internship seeks to put a face on poverty so that the poor are no longer abstract statistics but real people who can open your eyes and touch your heart. The internship will help students to begin to understand the complexity of poverty while also contributing to the efforts of the many organizations attempting to address this growing problem in our communities at home and around the world.

To meet the Poverty Minor requirements and to enhance the learning experience, students will be asked to complete assigned reading, to write journals, to contribute weekly to an on-line internship discussion group (if internet is available) and to prepare a final paper reflecting on their experiences.

**Poverty Study Minor Internship Approval Process:**

The student must complete the Poverty Studies Internship Application below to allow the Internship Program Director and the Poverty Studies Minor Oversight Committee to review the internship and determine if it meets the requirements of the Poverty Studies Minor. Electronic copies of the form are available on the Poverty Studies Minor websiteor from the Internship Office.

Internship Eligibility Checklist:

1. The location of the summer experience can be either domestic or international. If it is international, Furman’s policy states that it must be in a location that does **NOT** appear on the U.S. Government Sanction List or U.S. State Department Travel Warning List at the time of the internship/volunteer opportunity:

[**https://www.treasury.gov/resource-center/sanctions/Programs/Pages/Programs.aspx**](https://www.treasury.gov/resource-center/sanctions/Programs/Pages/Programs.aspx)

[**https://travel.state.gov/content/passports/en/alertswarnings.html**](https://travel.state.gov/content/passports/en/alertswarnings.html)

However Furman’s policy does allows for students to petition for an exception. Contact the Internship Office for further information about the petition process.

2**.** The internship must be full-time (35-40 hours per week) for a minimum of 8 weeks during the summer.

1. The internship must include significant interaction (50% or more of your time) directly with people in poverty, allowing time to build relationships with the people, learn their life stories and understand the impact that living in poverty has on their lives.
2. The internship must have a mentor/supervisor assigned to the student at the internship location to serve as a resource in both completing the work and increasing the understanding of the services provided and the people served.
3. The internship should include housing in a location that insures the safety of the student and enables him or her to become immersed in the community being served: for example, living with families or in accommodations among the people served.

**Poverty Studies Internship Approval Process:**

**Local Internships-Furman campus Housing**

**Students who obtain local internships are eligible for Furman campus housing at a highly reduced rate. There are a limited number of housing openings available at this rate.**

**-**Students **must** apply to Housing and Residence Life and indicate what summer session(s) housing is desired. Housing registration begins in January and the 2019 deadline is in April.

-If there are more applicants than spaces available at the discounted rate, priority will be given to students based on graduation year and financial need.

-Students will be notified of approval status for housing in April.

1. **If you have applied for an internship,** **but have not yet received or accepted an offer**:
	1. Complete the Student section of the Application for **each** potential experience so that the review committee will be aware of the total number of the applications during their initial review process.
	2. Submit the Student Application section of the application electronically to diane.iseminger@furman.edu.
	3. **Immediately upon accepting an internship offer**, submit all of the following electronically to diane.iseminger@furman.edu :

i. Student Application **(updated)** describing the internship you have agreed to accept

 ii. Your Resume

 iii. Company/Organization and Payment form completed/signed by the site supervisor.

iv. Faculty Recommendation Form completed by a full-time Furman faculty member.

2. **If you have confirmed your internship**, submit the following to:diane.iseminger@furman.edu

1. Student Application describing the internship you have agreed to accept
2. Your Resume
3. Company/Organization and Payment form completed/signed by the site supervisor
4. Faculty Recommendation Form completed by a full-time Furman faculty member

**Poverty Studies Fellowship Application:**

The Poverty Studies Fellowship is a program intended for students who need funding assistance to be able tocomplete the internship requirement for the Minor**. Students who want to be considered for the Fellowship Program should complete the Internship Application and submit a completed Budget/Student Expenses form** (see below) with their application by the **March 1, 2019** deadline. The PVS Oversight Committee will consider the student's budget/expense information as well as the student's financial need (provided by the Financial Aid office) to determine if he/she is eligible for funding beyond the base stipend of $1500. Additional funding may be awarded by the PVS Oversight Committee for students with demonstrated financial need.

The PVS Oversight Committee will review completed applications before the end of March (all Junior applications will be reviewed first, then Sophomore applications, etc.) and the student will receive notification of the status of his/her request for funding when the committee completes its review.

## POVERTY STUDIES

**SUMMER 2019 INTERNSHIP**

**STUDENT APPLICATION**

**Have you applied for and been accepted for an internship**

 **Yes \_\_\_ No \_\_\_**

**If yes**, complete and submit all three sections of the application (Student Application, Company/Organization Form and Faculty Recommendation Form) with your resume.

**If no**, complete the Student Application section for each potential opportunity and submit it by the deadline, then when your internship is finalized, complete and submit all three sections of the application with your resume. Submit application to diane.iseminger@furman.edu

**Name**:

**Furman ID#:**

**E-Mail**:

**Local Address**:

**Local Phone**: **Cell Phone**:

**Home Address**:

**Expected Graduation Date**:

**Major: Overall GPA: Major GPA:**

**List the poverty studies courses (numbers and titles) you have completed that would be relevant to this internship:**

**List the non-poverty studies courses (numbers and titles) you have completed that would be relevant to this internship:**

**Faculty Recommendation from:**

**Name of Organization: Location:**

**Number of Weeks: Hours/Week:**

**Beginning Date: Ending Date:**

**Amount expected to be paid by the organization for the entire summer\*:**

Please answer each of the following questions:

1. What type of work or service will you perform during your internship? Please include assignments, responsibilities, anticipated projects, etc. and explain how the experience will allow you to work directly with people in poverty for 50% or more of your time.
2. How did you find out about your internship? Describe the application process that you completed.
3. Describe the relationship of this internship to your poverty studies courses. What are your three major learning objectives?
4. What are your career objectives?
5. Where, geographically, will you be placed for your internship? What are your reasons for interning in this particular city, town or country? If this internship will take place outside the U.S., please provide locations and dates of previous travel you have done outside the U.S., if any.
6. Have you completed an internship/volunteer opportunity dealing with poverty before? If so, when and where?
7. Please provide or attach information on the company/organization. Include such things as the web-site, history, mission, etc. to assist the Poverty Studies Committee in judging the appropriateness of the placement.
8. Do you plan to take courses during the summer? If so, please list the courses and how you will balance your academic work with your internship.

*By submitting this application, I attest that the contents are answered to the best of my ability and are complete and accurate. Your typed name below will be considered your electronic signature.*

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 FURMAN UNIVERSITY

## POVERTY STUDIES

**SUMMER 2019 INTERNSHIP**

**Company/Organization Information Form**

**Submit completed/signed form to** **diane.iseminger@furman.edu** **or**

**Fax: 864-294-2045**

The Poverty Studies Program is designed to offer students an opportunity to work with people in poverty and to allow them to put classroom theory into practice. This program is available only in the summer. The Poverty Studies committee reviews applications and awards stipends each year based on the quality of learning opportunities and the qualifications of the student. Each internship/volunteer opportunity requires a faculty recommendation and are coordinated the, Director of Internship Programs (diane.iseminger@furman.edu)

**Name of Student**:

**Student E-mail:**

**Company or Organization**:

**Student’s Direct Supervisor**:

**Supervisor Title/Position**:

 **Phone Number**: **FAX**:

 **E-mail address of Supervisor**:

**Mailing Address**:

**City, State, Zip**:

**Company/Organization Website**:

**Dates of Current Summer Internship/Volunteer Experience**: From: To:

**Total number of hours per week**:

**Description of the Summer Internship/Volunteer Experience**: What type of work/service will the student perform? *Describe what you expect the student to learn about poverty and people in poverty as a result of this internship/volunteer experience. Please be as specific as possible by including duties, responsibilities, anticipated projects, etc*. Try to account for what the student will be doing during the course of a day or week and how the student will meet the Poverty Studies requirement of interacting with people in poverty at least 50% of their time. Please attach any additional information about your program.

**Payment Information**

**Company/Organization Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student E-Mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Please indicate the total amount that will be paid to the student for this summer or indicate that the student is unpaid by entering a “0”: \_\_\_\_\_\_\_\_\_

OR

Indicate the hourly wage of $\_\_\_\_\_\_ per hour for \_\_\_\_estimated hours per week for \_\_\_\_weeks.

Are you providing housing for the student? Yes No

Are you providing a housing allowance for the student? If yes, please enter the amount provided: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

*By typing your name below, you are attesting to the accuracy of the information provided above and providing your electronic signature.*

Site Supervisor:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## POVERTY STUDIES

**SUMMER 2019 INTERNSHIP**

**FACULTY RECOMMENDATION FORM**

**Submit completed form to diane.iseminger@furman.edu**

**Name of Student Applicant**: **Student e-mail:**

**Company/Organization**:

**Faculty Name**:

**Faculty ID Number**:

**Department**:

**Your role as faculty recommender is to verify that this internship/volunteer experience has educational/academic value for the student submitting the application to the Poverty Studies Fellowship Programs.**

Describe the relationship to the student’s course of study.

Please provide any other insight or information regarding the student’s participation in this program that you think would be helpful to the committee.

Have you recommended students for this site before or are you aware of Furman students who have previously had experiences at this site? If so, please comment on the quality of the experience.

**Poverty Studies Fellowships**

**Budget/Student Expenses for the Summer:**

**If this internship is unpaid or you have significant financial need and you want to be considered for funding please complete the budget/student expenses sheet and include it with your application.**

Note: 1) Please be aware that we will contact the Financial Aid Office for information on your financial need. 2) The organization representative may be a resource for obtaining budget/expense information. 3) The fellowship is not intended to replace ‘lost summer wages’.

**Student Name: Student ID:**

**Company/Org.: Location:**

**Length of the Internship Experience (# weeks):**

**Hours per week:**

**Amount expected to be paid by the organization for the entire summer:**

**Please enter the total student out-of-pocket expenses for each item for the summer internship.**

Transportation:

Travel To and From the Site: Cost:

Mode of Transportation:

Local transportation while at the site: Cost:

Mode of Transportation:

Housing:

Type of Housing: Cost:

Include a description of your housing arrangements:

Utilities-List each:

1. Cost:

2. Cost:

3. Cost:

4. Cost:

Other Expenses directly related to the internship experience (please list each item and the cost):

TOTAL FOR SUMMER INTERNSHIP:

ADDITIONAL INFORMATION:

1. Please explain why this stipend will be needed to support your internship experience.
2. What other sources of support might be available to you to support your internship experience?
3. Please provide any other information that would be helpful to the Committee.