



OUR VOICE IN ACTION



2017 CKA-KALCA Public Service Internship Program

In the fall of 2016, the Korean American League for Civic Action (KALCA) joined CKA to form the **CKA-KALCA Public Service Internship (PSI) Program**. Starting next summer, outstanding undergraduate and graduate students as well as recent graduates will be selected for the PSI program through a competitive process. Students will receive scholarships of \$3,000 to \$5,000 (based on need) to intern full-time for ten weeks in government offices, leading nonprofit organizations, and public interest groups in Washington, DC or New York City.

Eligibility

To be eligible for the CKA-KALCA Public Service Internship, the applicant must be an undergraduate student, graduate student, or a recent graduate who is interested in a career that strengthens his or her local and global communities. The internship must be full-time for at least 10 consecutive weeks and unpaid. Placement for the internship can be prearranged by the applicant or finalized upon award of the scholarship. CKA staff will provide limited support in securing placements.

Eligible placements include congressional offices in Washington and New York, federal agencies, nonprofit organizations, and advocacy groups. Placements cannot be political campaigns or include campaign activity.

Award

All CKA-KALCA Public Service Interns will receive and be responsible for:

- A \$3,000 to \$5,000 scholarship (80% will be distributed at the beginning of the internship and 20% distributed upon successful completion of the internship)
- At least one in-person meeting with CKA staff during the internship period
- Submitting a 500-word report on their experience within two weeks of the end of their internships
- Attending CKA's National Summit in fall 2017 (limited financial assistance is available to support travel costs)

How To Apply

To apply for a CKA Public Service Internship, please submit the following:

1. A completed and signed application
2. Resume
3. Most recent transcript (official or unofficial is acceptable)
4. A letter of recommendation (if someone is planning hire you as an intern, the letter of recommendation should come from that person)
5. A personal statement on **two** of the following questions (maximum of 300 words for each answer):
 - A. What skills, lessons, and/or relationships do you plan to bring back to your campus or community after your Public Service Internship?
 - B. Describe a need within the Korean American community you will be better equipped to help meet after your Public Service internship.
 - C. Who is your Korean American hero and why?
 - D. CKA values volunteerism and the spirit of giving back to the community. What has been the most significant volunteering experience for you and how has that changed your outlook on public service?

Deadline

For consideration for Summer 2017, applications should be submitted by **Tuesday, January 31, 2017**. Applications after this date will be considered based on availability of funds and placement opportunities.

All materials, except the letter of recommendation, must be submitted as PDFs attachments in a single email to info@councilka.org. The letter of recommendation should be emailed separately to the same email address with your name in the subject line within one week of submitting the application. CKA may interview candidates or request supplemental information as appropriate.

CKA does not discriminate on the basis of age, sex, disability, race, color, religion, ethnic/national origin, veteran status, or sexual preference in awarding the scholarships.



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Korean American
League for Civic Action

2017 CKA-KALCA Public Service Internship Program Application

First name: _____ Last name: _____

School (if currently a student): _____

Permanent Address: _____

Cell Phone Number: _____

Home Phone Number: _____

Email Address: _____

Preferred internship location: Washington, DC ___ New York City ___

Other sources of funding (i.e. grants, scholarships, stipends)	Status

I, the undersigned applicant, certify that all statements and information contained herein and in all application materials are true, correct and accurate to the best of my knowledge.

I understand that if I am chosen as a 2017 CKA-KALCA Public Service Intern, and if (a) the nature of the work at the public office changes materially, (b) I change or leave the internship, (c) I receive funding for the internship that I had not previously identified in the application, I must immediately provide written notice of such event or condition to CKA at info@councilka.org. In any such event or condition, CKA shall determine, in its discretion, whether forfeiture of the scholarship or a modification of the terms or amount of the award is appropriate.

Signature

Date