

## **2018 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**. In 2018, 30 outstanding undergraduate and graduate students as well as recent graduates will be selected through a competitive process for the third annual PSI Program. 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, applicants must be an undergraduate student, graduate student, or a recent graduate who is interested in a career that strengthens their 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 and Responsibilities**

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

- Receive a scholarship between \$3,000 and \$5,000 (see FAQ for more details)
- Attend weekly closed-door events, such as lunch and dinner roundtables, featuring prominent Asian American Pacific Islander leaders, mentoring sessions, and group discussion on national issues affecting the Korean American community
- Submit a 500-word reflection essay on the internship experience, within two weeks of the end of the internship
- Attend CKA's National Summit & Gala in Fall 2018 in Washington, DC (see FAQ for more details)

## **How To Apply**

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

1. A completed and signed application (PDF or Online Form)
2. Resume
3. Most recent transcript (official or unofficial is acceptable)
4. A letter of recommendation
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 2018, applications should be submitted by **Wednesday, January 31, 2018**. 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 a single PDF attachment, in a single email to [info@councilka.org](mailto:info@councilka.org). Use "2018 PSI Application" in the subject line. The letter of recommendation should be emailed separately to [info@councilka.org](mailto:info@councilka.org) with "Recommendation Letter - YOUR FIRST AND LAST NAME" in the subject line within one week of submitting the application. CKA may 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.*



## 2018 CKA-KALCA Public Service Internship Program Application

<b>First Name:</b>	<b>Last Name:</b>
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<b>School (if currently a student):</b>	
<b>Permanent Address:</b>	
<b>Mobile Number:</b>	
<b>Email Address:</b>	
<b>Preferred Email for Google Hangout Interview:</b>	
<b>Preferred Internship Location:</b>	Washington, DC _____ New York City _____ Either _____
<b>Secured an internship?</b>	Yes _____ No _____
<b>If yes, where?</b>	
<b>Preferred internship(s)</b>	

Other Potential Sources of Funding (i.e. grants, scholarships, stipends, local housing with family)	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 2018 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](mailto: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.

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<b>Signature</b>	<b>Date</b>
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