



WALTER H. CAPPS CENTER FOR THE STUDY OF
ETHICS, RELIGION, AND PUBLIC LIFE

The Capps Center - NSC Community Internship Program for 2009-2010

GUIDELINES and APPLICATION

Beginning in 2008-2009, the Walter H. Capps Center for the Study of Religion, Ethics, and Public Life at UCSB and the Nonprofit Support Center introduced an internship and public service program in Santa Barbara involving “service-learning,” or an opportunity to integrate study with involvement in one of the 900 or so non-profit organizations within the area. Ten UCSB undergraduates are selected for this highly competitive, year-long program based on applications they submit and interviews they undergo in the Spring Quarter.

Students will serve as paid interns who receive stipends of \$2,000 and 8 units of course credit during their junior or senior year. They will spend the fall quarter in a preparatory Seminar entitled “Internship in Social Ethics” (RS 190CC) taught by Professor Wade Clark Roof (Director, Walter H. Capps Center for the Study of Ethics, Religion, and Public Life and J.F. Rowny Professor of Religion and Society, Department of Religious Studies, UCSB) that will involve assigned readings and class presentations by leaders of local non-profit or non-governmental organizations. It will meet Wednesdays from 12:00-2:50 p.m. and students will receive 4 units of academic credit. During the winter and spring quarters, they will serve as a paid intern 10 hours per week in a non-profit organization in the Santa Barbara area and attend two meetings with Professor Roof. In the spring quarter, they will continue to work 10 hours per week in a local non-profit. In addition, they will sign up for Independent Studies (RS 199) and prepare a paper supervised by Professor Roof integrating what they have learned through studies and experience for which they will receive an additional 4 units of academic credit. Participating students will be paid half of their stipends (\$1,000) after fulfilling the fall and winter quarter requirements and the other half of their stipend (\$1,000) upon finishing the requirements for the spring quarter. At the end of the academic year, each “class” of students will participate in a year-end “graduation” at which they will share their experiences with each other students who are interested in applying to the program for the following year, and community members who have underwritten internships.

The Nonprofit Support Center of Santa Barbara County (NSC) is a regional training, consulting, and resource center for board members, staff, and volunteers of non-profit organizations. The NSC will act in partnership with the Capps Center to place our students with the appropriate non-profits, to coordinate their work as interns, and to provide them with training to pursue a career in the non-profit sector. Support for this program is being provided by the Santa Barbara Foundation and private donors.

Undergraduate students seeking admission to the Capps Center - NSC Community Internship Program for 2009-2010 are requested to fill out and submit the application found below by 5:00 p.m. on Friday, May 29, 2009.

CAPPS CENTER-NSC INTERNSHIP PROGRAM STUDENT DATA FORM

Please type or print legibly using dark ink.

This application is for _____ quarter, 20_____

Last Name First Name Perm No.

U-Mail Address Telephone

To which address should we send correspondence and forms that will prompt a reply from you?

Street or PO Box Number Apt. # City, State and Zip Code

Remember, it is your responsibility to notify us of any changes in your telephone, email, or mailing information.

Last date above address is valid.

College: Letters and Science Creative Studies Engineering

Declared Major(s): _____ Emphasis or Minor(s): _____

Expected graduation date: Quarter _____ Year _____ Class Standing _____ EAP Reciprocity Student _____

Gender: Female Male Citizenship Status: US Citizen US Permanent Resident Non-citizen

Social Security Number _____-_____-_____ Are you a resident of California? Yes No

Current or previous UC employment:

Department where you work/ed _____

Last date on payroll: Month _____ Year _____

I certify that I personally completed this data sheet and application, and that the information I am providing is accurate:

Signature: _____ Date: _____

INTERN ELIGIBILITY CRITERIA

1. **While in the program, participants may not yet have graduated from UCSB. Students who graduate in the quarter prior to their proposed participation in the program will not be eligible to participate.**
2. Applicants should be juniors or seniors who have completed a substantial part of their major courses by the time of their internship.
3. A **minimum grade point average of 3.0** is required and applicants should make a persuasive case that participation in the Capps Center Internship Program will contribute significantly to their education.

HOW TO APPLY

Student Data: Use the enclosed Capps Center Internship Program Confidential Student Data Form (page 3). Information requested on this form is needed for program administration and reports, and to communicate efficiently with you. Be assured that any personal data you might provide will be used in accordance with the policies governing student confidentiality.

Personal Essay: Your personal statement should be typewritten on white, 8 1/2 x 11 paper and **must not exceed two, one-sided pages**, whether **single or double-spaced**. **YOUR ESSAY IS VERY IMPORTANT**. It will be evaluated on content, style, and general mastery of the English language (i.e., grammar, spelling, punctuation and vocabulary). The essay should reflect your own personal interests and abilities. **Please address the following in your essay:**

- 1) Your overall personal goals and reasons for wanting an internship at a local non-profit, clearly indicating how these relate to your academic background and possible career goals.
- 2) The type of internship you will seek, listing one or two policy issues (i.e. possible research topics) of major importance in that field.
- 3) Your perspective on the issue(s) you identified above. This is where you should identify questions that you might want to investigate for your research paper.
- 4) Comments on your ability to work independently, citing examples if appropriate.

Note: Your essay should reflect your personal thinking and attributes. Please do not ask for copies of essays written by previous participants, as each applicant is evaluated on his/her own merits

Résumé: Provide a typewritten copy, not to exceed two, single-sided pages, of your extracurricular activities, honors, or awards, and work experiences (paid and volunteer positions). Please be sure to include all personal contact information, including your **name**, mailing and **email** address and **phone** number.

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WHEN AND WHERE TO SUBMIT

All applications materials are due **by 5:00 p.m. on Friday, May 29, 2009.**

Interviews will be offered to a select group of applicants chosen by the Capps Center Director, Associate Director, Administrative Assistant, and a staff member of the Nonprofit Support Center.

Interviews will be 20 minutes in length and will be held in June of 2009.

Successful applicants will be notified by July 1, 2009.

Personally delivered materials: Walter H. Capps Center for the Study of Ethics, Religion and, Public Life
3074 Humanities and Social Sciences Building

Letters or other materials mailed from off-campus should be addressed as follows:

Dr. Leonard Wallock, Associate Director
Walter H. Capps Center for Study of Ethics, Religion and Public Life
University of California
Santa Barbara, CA 93106-3130

On-campus mail should simply be addressed:

Walter H. Capps Center
Department of Religious Studies
Mail Code 3130

Emailed materials should be sent to:

leonardwallock@cappscenter.ucsb.edu

Faxed materials should include a cover sheet and should be directed to:

Dr. Leonard Wallock, Associate Director
Walter H. Capps Center for the Study of Ethics, Religion and Public Life
Department of Religious Studies
Fax: (805) 893-2059

For questions, please contact the staff of the Capps Center: (805) 893-2317.