



APAPA

Asian Pacific Islander American Public Affairs Association
San Francisco Chapter (APAPA-SFC)

Empowering and Engaging Asian Pacific Islander Americans

Non-profit organization 501(c) 3 Tax ID No. 55-0849384

APAPA SAN FRANCISCO SUMMER INTERNSHIP PROGRAM

APPLICATION DEADLINE: FRIDAY, MARCH 30, 2018

The APAPA San Francisco Summer Internship Program is designed to prepare college students of Asian Pacific Islander background to become future leaders in the State of California. The program provides an opportunity to work in the offices of local, state, and national elected leaders, and develop their leadership skills, gain public policy experience, and become civically engaged.

Previous interns have had the opportunity to work in the offices of State Assemblymember David Chiu (San Francisco), State Senator Scott Weiner (San Francisco), Supervisor Jeff Sheehy (San Francisco), Supervisor Hillary Ronen (San Francisco), and former Mayor Ed Lee (San Francisco).

The internship program will help interns develop

- Political awareness and civic engagement;
- An understanding of the government and the legislative processes;
- Professional and leadership growth;
- Networking opportunities with elected officials and community leaders.

Interns will receive a scholarship in the amount of \$1,000 at the end of the program.

Eligibility and Selection Criteria

The program is open to all undergraduate and graduate college students with a minimum GPA of 3.0. Applicants will be selected on the basis of demonstrated leadership, interpersonal and communication skills, community service, and academic performance.

Program Requirements

- Complete eight-week internship program from June 25th, 2018 through August 17th, 2018. Students who have academic calendar conflicts with the program start and end dates are still encouraged to apply.
- Attend Orientation Retreat on Saturday, June 23rd, 2018.
- Attend APAPA Internship Gala in August 2018, date TBD.
- Work minimum 20 hours per week in your assigned office; hours are flexible depending on placement.
- Attend 2-hour APAPA workshops weekly, date and time TBD. Workshops include leadership and communication training, project assignments and guest speakers. Workshops will be in San Francisco.
- Complete 40 community service hours for APAPA'S community events.
- Complete as a group, a community outreach project to be approved by the internship program.

Important Dates

March 30th 2018 – Application materials due;

Week of April 2nd 2018 – Phone interviews;

April 7th 2018 – Applicants will be notified of decision.

If you have any questions, please contact Tiffany Louie, Internship Coordinator, at 415-676-0443, or at tiffanylouie@apapa.org.



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▪ EDUCATIONAL BACKGROUND

COLLEGE NAME: _____ LOCATION: _____
CITY STATE

DEGREE SEEKING: _____ MAJOR/MINOR: _____

CURRENT CLASS YEAR: _____ OVERALL GPA: _____

▪ PERSONAL STATEMENT

Please write a statement addressing the following question. Statements must be typed, double spaced, in 12-point font, and should not exceed 500 words.

How have you engaged or taken leadership in your community, and how do you plan to use that experience in your future academic and career goals? Please feel free to describe any community service, political work, or issue advocacy in your response.

▪ APPLICATION SURVEY

APAPA CEF strives to effectively promote the internship program. Please let us know how you heard about our program by checking one of the following:

- ___ College/University
- ___ APAPA website
- ___ Press Release
- ___ Facebook
- ___ Community Organization
- Name of organization: _____
- ___ Other: _____



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STUDENT CERTIFICATION

- I understand that I hold APAPA, APAPA-CEF, their boards and members, and employees harmless from any and all liability or claims which may arise out of, or occur, in connection with my participation in this program.
- I understand that this application, plus all accompanying documents, become the property of APAPA and will be shown to potential supervisors of my internship.
- I certify that the information I submitted on this application is accurate to the best of my knowledge. I also understand that I will be liable for all costs that APAPA may incur as the result of any misrepresentation, omission, or willful inaccuracy that I include on this application.
- During my internship, I understand that I am responsible for any and all travel, housing, living and medical expenses that may be incurred. I am responsible either personally or through my insurance coverage.
- I also understand that APAPA and APAPA-CEF are not responsible for the theft of, or damage to, my personal property.
- If selected, I promise to complete all program requirements in the office I am assigned to and submit a final journal reflecting my internship experience.

NAME OF APPLICANT (PRINT)

SIGNATURE

DATE



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▪ APPLICATION CHECKLIST

Please make a copy of the complete application for your records. Please include the following items:

- _____ Signed Application form
- _____ Your resume
- _____ Your personal statement
- _____ All materials must be emailed to Tiffany Louie at tiffanylouie@apapa.org.

DEADLINE: Application and materials **must be emailed by March 30th 2018**. An incomplete application will not be considered.

Thank you for your interest in the APAPA CEF Internship Program. If you have any questions, please contact Tiffany Louie at 415-676-0443 or tiffanylouie@apapa.org.