

LGBT Resource Center Student Intern Employment Application 2011-12

Date:

Name:

Email:

Primary Phone:

Current Year in School:

GPA:

College and Major:

Campus Address:

Permanent Address:

Are you Federal Work Study eligible?:

If yes, have you verified your Federal Work Study eligibility for 2011-12?:

Professional or Academic Reference:

Name:

Position:

Phone Number:

Email Address:

Personal Reference:

Name:

Position:

Phone Number:

Email Address:

LGBT Resource Center Interns assist in the following areas:

Event Programming: Create and implement programs of social, political, educational and cultural nature in collaboration with RSOs, other cultural centers and campus units.

Leadership: Create and implement programs to address retention and leadership at all undergraduate levels; promote personal and academic development; develop mentorship networks among faculty, staff and students.

Marketing and Publications: Develop strategies to market LGBT Resource Center programs; assist with publications. Assist the administrative secretary with daily operational tasks (answering phones, assisting students, staff or faculty that visit or inquire about the LGBT Resource Center, record keeping, etc.) as well as assist in other clerical duties.

Please answer the following questions:

- I. What personal or professional experiences make you an ideal candidate for the position of student intern at the LGBT Resource Center?

II. How you would contribute to the LGBT Resource Center's presence on campus?

III. What specific ideas for programming and intern projects would you bring that would contribute to the overall success of the LGBT Resource Center?

Please list all organizations with which you are currently involved and specify any leadership positions you hold:

Are you planning to work another job while working LGBT Resource Center? If so, how many hours each week?

Please attach a Current Resume.

Application Deadline: 5 PM, April 8, 2011

You may submit your application and resume in-person or through email to:

Katy Weseman
LGBT Resource Center
1401 W Green Street, room 323 MC-384
Urbana, IL 61801
kweseman@illinois.edu

Please direct all questions to Katy Weseman, Assistant Director, LGBT Resource Center
kweseman@illinois.edu 217.244.8862