

# Center for Vocation and Integrative Learning

## Engagement • Leadership • Career

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### LILLY INTERN SCHOLARSHIP APPLICATION

#### Purpose

Simpson College Lilly Intern Scholarships provide students the opportunity to work in congregations, mission agencies and non-profit organizations, including business and professional settings. Scholarships of up to \$2,500 (\$1,000 per semester/\$2,500 summer) are available. Students will explore vocation while in an employment situation, mentored and supervised by a professional staff member from the congregation, mission agency or non-profit organization.

#### Guidelines

1. Internship must be in a in a congregation, mission agency, or non-profit organization, including business and professional settings. The internship site must reflect Simpson College's definition of vocation or calling. Simpson ascribes to Frederick Buechner's definition: "The place God calls you to is the place where your deep gladness and the world's deep hunger meet."
2. Internships normally are not based at Simpson College nor supervised by Simpson College faculty or staff.
3. Students are required to work at least **120 hours** in one organization during the semester. Summer internships will be considered full-time placements of **eight weeks** and will include a stipend for living expenses.
4. Internship site must provide involved, on-site supervision/mentoring from professional staff. Internship site must provide adequate training, resources and direction on site to accomplish the work.
5. Duties should include meaningful work with direct service.
6. Internships are for returning students. Priority will be given to 2<sup>nd</sup> and 3<sup>rd</sup> year students and first time applicants.
7. Interns may apply for up to 4 hours of CoOp credit (note: a student may not exceed 12 credit hours in internships). To apply for credit, students must be in good academic standing.
8. Interns will be required to participate in a pre-internship orientation, maintain a reflective journal, attend monthly reflective service meetings with other Lilly Interns, and submit a final paper reflecting on their Lilly Intern Scholarship experience.
9. Mentors will be asked to provide reports once during the internship and at the conclusion of the internship.
10. Financial support is offered in the form of a scholarship that becomes a part of the student's financial aid package. The scholarship will be deposited after the successful completion of all requirements.

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## LILLY INTERN SCHOLARSHIP APPLICATION DATA

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Expected Graduation: \_\_\_\_\_

Major(s): \_\_\_\_\_

Simpson Address: \_\_\_\_\_

Minor(s): \_\_\_\_\_

Simpson phone: \_\_\_\_\_

e-mail: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Cell Phone Carrier: \_\_\_\_\_

Preferred form of communication: (circle all that apply)

email      text      phone call

Home address: \_\_\_\_\_  
\_\_\_\_\_

Home phone: \_\_\_\_\_

Internship Address \_\_\_\_\_  
\_\_\_\_\_

Internship Site's Phone: \_\_\_\_\_

Dates of Internship: \_\_\_\_\_

Your e-mail during internship: \_\_\_\_\_

Mentor/Supervisor: \_\_\_\_\_

Mentor/Supervisor's phone \_\_\_\_\_

Mentor/Supervisor's e-mail: \_\_\_\_\_

Please give names of three references from the Simpson College community (faculty, administration or staff members) willing to submit Lilly Intern Scholarship Reference Form:

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### LILLY INTERN SCHOLARSHIP APPLICATION NARRATIVE AND DATES

1. Please compose a narrative (minimum of 2 pages) answering these questions:
  - a. Describe your internship site. If possible, provide brochures or literature on the organization.
  - b. Describe the work you will be doing for the organization. Include a position description.
  - c. Why does this opportunity interest you? How will it help your personal vocational development?
  - d. How will this internship help you become a leader who thinks critically, leads wisely, serves generously and lives faithfully?
2. Include the answers to the following if applicable to your proposed internship:
  - a. Will there be any compensation (excluding travel, room or board) from the congregation, mission agency or non-profit organization? If so, what is the amount?
  - b. What are your arrangements for travel, room and board?
3. Provide a resumé of your educational, employment and service experiences. (Your internship site might also wish to see this resumé.)
4. Have supervisor complete the statement of agreement.

Submit your application to the CVIL office. (Maple House, 705 North D Street)

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### SUPERVISOR STATEMENT OF AGREEMENT

As a professional staff member of \_\_\_\_\_,

I agree to supervise/mentor \_\_\_\_\_

as an intern where he/she will work a minimum of 120 hours per semester for this congregation, mission agency or non-profit organization (Summer Interns agree to an eight week, full-time contract).

I also agree to write a report on the student's performance at the conclusion of the internship.

Comments (optional):

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

This statement may be returned by mail or fax. If preferred, an e-mail containing the same information may also be used. Please send to:

James Hayes  
Center for Vocation and Integrative Learning  
Simpson College  
701 North C Street  
515-961-1281  
FAX 515-961-1292  
[jim.hayes@simpson.edu](mailto:jim.hayes@simpson.edu)





