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**JHU Community Impact Internships Program (CIIP)**

2024 Partner Intern Request Form

*All materials are due on Hopkins Engage by* ***March 1, 2024.***

*This document is intended to serve as a space for you to draft your responses for the CIIP 2024 application prior to submission. The application should be submitted, once complete, on Hopkins Engage:* [*https://jhu.givepulse.com/survey/take/ANTiAT99FBQC6uWOyF9g*](https://jhu.givepulse.com/survey/take/ANTiAT99FBQC6uWOyF9g)

**CONTACT INFORMATION**

Name of Organization:

Address:

Phone Number:

Website:

Executive Director Name:

Executive Director’s Email:

Name of Site Supervisor for CIIP Intern:

Site Supervisor’s Pronouns: [ ] She/Her/Hers  [ ] He/Him/His

[ ] They/Them/Theirs   [ ]Other (please specify)

Site Supervisor’s Title:

Site Supervisor’s Phone:

Site Supervisor’s Email:

Address where intern would primarily be located, if different from above:

What is your organization’s mission statement?

The Community Impact Internships Program has ten areas of focus. Which areas do you see this internship focusing on within your organization?

[ ] Community Arts Programs

[ ] Education/Youth Programming and Advocacy

[ ] Environment and Sustainability/Food Access

[ ] Healthcare/Health Policy

[ ] Homelessness/Poverty

[ ] Immigration/Refugee Services

[ ] Neighborhood Improvement/Community Organizing

[ ] Nonprofit Management and Development

[ ] Policy/Law/Government

[ ] Family Wellness and Services

Is there a job description for the requested Intern position?

[ ] Yes

[ ] No

If available, Please upload a copy of a job description for the requested Intern.

Provide primary duties/responsibilities of the CIP intern. If there is a preference for the student to focus on a specific program or project for the duration of their internship, please provide details here.

Preferred schedule – please list if there may be any evening/weekend requirements for the intern or times that they may be working unsupervised or individually away from your site.

Are there any specific skills or experiences that you would like the intern to have prior to their internship?

How will the intern interact with community members through this internship?

How might this internship support your organization/advance your organization's mission?

From your perspective, what do you see as the key potential learning gains for the student?

Would it be necessary that the intern has access to a personal vehicle for this internship? (Most interns do not have personal vehicles and are encouraged to utilize public transportation when needed).

[ ] No

[ ] Yes

[ ] Maybe

**ADDITIONAL INFORMATION**

Would the intern be in a position where they will care for, supervise, work with, or otherwise have access to or contact with children through your organization (whether virtually or in person)?

[ ] No

[ ] Yes

All interns working with youth will be background checked, however results will not be shared with you organization by default. Does your organization require results from a background check/fingerprinting prior to the start of the internship?

[ ] No

[ ] Yes

[ ] Maybe

If yes, please provide your organization’s CJIS authorization number: \_\_\_\_\_\_

*The Center for Social Concern can pay for this expense. However, you must provide the CSC with the organization’s CJIS authorization number to ensure the results are sent directly to the organization. The CSC will not receive or retain a copy of the intern’s results.*

Does your organization require the intern to be drug screened prior to the start of the internship?

[ ] No

[ ] Yes

[ ] Maybe

Will the intern need to complete any additional paperwork (e.g. application, etc.) prior to the start of the internship? Please attach if available.

[ ] No

[ ] Yes

The Community Impact Internships Program is designed to immerse students in Baltimore City communities. While we know that many of our partners have shifted their work to a hybrid or virtual capacity, it is our strong preference that most of the intern’s time is spent in-person. Please describe the current nature of your organization's work:

[ ] In-person

[ ] Virtual

[ ] Hybrid

If you answered virtual or hybrid for the question above, please describe how you will ensure that an intern will be supported by your team and have an opportunity to be engaged with Baltimore community members.

Johns Hopkins University requires all affiliates, with limited exceptions, to be fully vaccinated against COVID-19 and to have received the first booster.  [Read the JHU COVID Policy website to learn more](https://covidinfo.jhu.edu/health-safety/covid-vaccination-information/) Please note your organization’s policy.

[ ] We require our staff to be vaccinated

[ ] We do not require our staff to be vaccinated

[ ] Other

Johns Hopkins University does not require individuals to be masked, regardless of vaccination status. Please note your organization's policy.

[ ] We require all individuals to be masked while indoors

[ ] We require all individuals to be masked while indoors and outdoors

[ ] We do not require masks

[ ] Other