



시 민 참 여 센 터
KOREAN AMERICAN CIVIC EMPOWERMENT
WORKING FOR THE FUTURE OF OUR COMMUNITY

2017 KACE Grassroots Internship

OVERVIEW

Korean American Civic Empowerment (KACE) is now accepting applications for its 2017 Grassroots Internship program. Through this unique program, our summer interns will learn: (1) the importance of registering Korean Americans as voters; (2) the issues facing the Korean American community today; and (3) the process of organizing and mobilizing the Korean American community. Our program is specifically devoted to developing all the inherent skills of our interns as they go out and experience firsthand what it takes to help and support the community.

The 2017 Grassroots Internship program entails:

- 22-week long (May 26th – October 28th), unpaid position*
- Pre-session (May 26th – June 23rd, 3 hrs/week)*
- Main Session (June 30th – August 31st, 21 hrs/week)
- Post-session (September 8th – October 28th, 3 hrs/week)
- Attendance to the 2017 Korean American Grassroots Conference (July 24-26) and field trips to NJ State House, NY State House, NY City Hall among others.

Interns are expected to average approximately 250 hours over the course of this program.

Upon successful completion of the internship program, participants will be eligible for the President's Volunteer Service Award (150 hours for Bronze, 175 for Silver, and 200 for Gold). In addition to the award, participants will be eligible for citations and commendations from local elected officials, as well as recommendation letters from KACE.

ELIGIBILITY

Any high school or undergraduate college students are eligible to apply. Applicants will be selected based upon the following factors:

- Commitment to serving the Korean American community
- Ability to relate with people of all backgrounds, age, creeds, and gender
- Ability to work consistently and patiently for long-term team efforts
- Ability to work under strict time constraints and meet deadlines
- Willingness to extend their help and go long distances even on weekends
- Communication and interpersonal skills
- Bilingual skills (English and Korean) preferred

The intern is required to meet performance expectations just as would any other employee. These expectations would include punctuality, responsibility, reliability, productivity, team participation, and specialized knowledge.



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APPLICATION PROCESS

Applicants are required to fill out the attached application and provide the following documents:

1. Original copy of most current school transcript
2. Copy of school identification (Front & Back)
3. Original copy of personal statement
4. Resumé (optional)

Failure to send any of the required documents will result in the automatic rejection of the whole application. All the required documents must be received no later than **April 7th, 2017, 5 PM** at:

Korean American Civic Empowerment
163-10 Northern Blvd, STE 307
Flushing, NY 11358

Or, electronically at
internship@kace.org

20 candidates will be pre-selected to be contacted and scheduled for a final **one-on-one interview and personal skill evaluation during the last two weeks of April.**

PERSONAL STATEMENT

Before you proceed, please make sure to watch this 13-minute video on the history of Korean America at the following link: <https://www.youtube.com/watch?v=b5ixixzMZ94>

Personal Statement Topics:

Choose **two of the three** topics to write about below. Please adhere to these guidelines: 1" margins, double-spaced, Times New Roman 12pt, and no more than 500 words per topic.

1. Given your Korean American background, tell us about some challenges you have faced as a Korean American and how you overcame those challenges.
2. What are some obstacles that Korean Americans face as a community? In what ways can the Korean American community go about dealing with these obstacles? Be sure to include examples.
3. What does civic engagement and grassroots mean to you? Why do you think civic engagement and grassroots movements are so powerful? Be sure to include examples.

If you have any questions or need any additional information, please visit our website at kace.org or contact KACE Internship at internship@kace.org.

**College students are expected to join in May and contribute more hours in the summer, so as to be dismissed at the end of August.*



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APPLICANT INFORMATION

Answer all questions fully and accurately. Sign and date the certification at the end of the application. Only hard-copy paper applications, or their scanned images will be accepted.

Name [Last, First]	____ / ____ / ____ Date of Birth [MM/DD/YY]
Mailing Address [Street, City, State, Zip]	Home Phone (Parent)
E-mail	Mobile Phone
Name of School	Grade
School Address [Street, City, State, Zip]	Major / Concentration
Expected Date of Graduation (MM/YYYY)	Foreign Language Proficiency / Fluency

Organization / Activity	Position / Responsibility	Date (MM/YY)

I certify that all of the statements in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.

Signature of Applicant [Blue or Black Ink Only]	Date
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