

# Network for Latino People Student Internship Program

## Student Information

**Mission:** This program will provide assistance to the NFLP coordinator, thereby increasing the effectiveness of the NFLP, while providing practical non-profit work experience to university students. Additionally, this internship will academically benefit students who are studying Spanish, Sociology, or other relevant subjects. The program will also advance the NFLP's goals by allowing students to gain hands-on experience in immigration issues, health care, public education, and other social services, as well learn about the intricacies of working in a community stratified by linguistic and cultural divisions. The experience students will gain in these areas is consistent with one of the NFLP's main objectives: to increase community understanding about immigrants' rights and the Latino experience here in the greater Williamsburg area.

**Requirements:** Requirements for this internship include the following:

- Enrollment as a college or graduate student in the Williamsburg area;
- Basic computer skills, including experience with Microsoft Word, the Internet, and/or Microsoft Excel;
- An interest in community development, social work, public health, public education, immigration and Latino issues, linguistic and cultural issues, and/or public service;
- Strong writing, editing, and research skills;
- Organizational skills and self-motivation; and
- Knowledge of Spanish, while not required, is highly recommended and will enhance the internship experience.

**Intern Responsibilities:** Interns will work on a variety of NFLP tasks and projects, including but not limited to the following: assisting the NFLP coordinator with pending projects, planning events, translation, developing flyers and other publicity materials, increasing awareness about immigration issues in the greater community, creating and editing an NFLP newsletter, maintaining the NFLP website, editing documents, assisting with the writing of bimonthly and annual reports, researching local and national current events surrounding immigration and the Latino experience, and other administrative tasks.

**Benefits of the Program:** Interns will benefit from this program in a variety of areas. They will learn about community organizing, non-profit management, and publicity and public relations. Through direct interaction with the community, participants will gain detailed knowledge about the cultural and linguistic issues surrounding the Latino community and immigration. They will also improve their verbal communication skills in both Spanish and English.

**Establishment and Operation of the Program:** The internship program will have a University Student Coordinator who is a former NFLP intern. She or he will serve as a point of reference for students interested in this internship program, drafting a program proposal and application for interested students. The student coordinator will also review applications along with the NFLP coordinator, and make recommendations for suitable candidates. Up to two students will be chosen each semester and summer from all applicants. These students will work several hours a day up to three days a week. The internship is unpaid. Students must be able to provide their own transportation to the NFLP office in Norge (approx. 20 minutes away from the William and Mary campus). Students may arrange with their professors to receive credit in Sociology, Hispanic Studies, or other departments.

Interested applicants must complete an application and email it to [gloriam@cdr.org](mailto:gloriam@cdr.org).