Katharine Houghton Hepburn Center Summer Internships

Eligibility: current Freshmen, Sophomores, Juniors

Industry/Special Interest: Film/theater, women’s health, civic engagement

Description:

The Katharine Houghton Hepburn Center will offer 12 summer internships in 2010 to undergraduates interested in obtaining practical experience in one of the Center’s three areas of mission: film/theater, women’s health, or civic engagement. Some internships will link students with current or past Hepburn Fellows, or with other colleagues who have an affiliation with the Hepburn Center. Information about these internships can be found below. Undergraduates can also seek out and propose internships of their own devising that involve partnerships with other individuals and institutions committed to the areas of work that the Center encourages.

Students selected to be Hepburn Center summer interns will be expected to participate in the Hepburn Internship Forum, which will meet several times during the 2010-11 academic year, and at the College’s Internship Fair. Participation will involve interns giving a PowerPoint presentation about their internship experience (which will be posted on the Hepburn Center website), meeting with current Center Fellows, and consulting with students interested in applying for Hepburn internships for the subsequent year.

Award Amount: $3600     Length: 8 to 10 weeks

Materials Required:
* Two copies of a 2-3 page application describing the organization, your proposed work/research activities, and a personal statement addressing why the internship is important to you, professionally and personally
* Two copies of a resume
* Two letters from a Bryn Mawr or Haverford College faculty member who is familiar with your abilities. This should be placed in a sealed envelope and signed across the back flap.

***FOR STUDENTS PROPOSING THEIR OWN INTERNSHIPS***:
You must submit a sponsorship letter from the agency/organization or a letter of agreement giving evidence of placement along with your application

Specific Guidelines: Students can apply for an internship arranged by the Hepburn Center, they can apply for an internship of their own devising, or they can express an interest in either type of internship. All Hepburn Center applications will receive initial processing through the Bryn Mawr College Dean’s office, before being forwarded to the Hepburn Center for review.

Application Deadline: February 12, 2010

Contact: Professor Leslie Rescorla, Hepburn Center Director, lrescorl@brynmawr.edu
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Internships Arranged by the Hepburn Center

1) TransAfrica Forum Internship - Mentor: Imani Countess

The Hepburn Center has arranged a summer internship for 2010 with Imani Countess, Senior Director of Public Affairs for TransAfrica Forum in Washington, D.C. TransAfrica Forum offers analyses of U.S. foreign policy in the African World by producing reports, policy papers, fact sheets, and issue briefs that explore current issues and policies and make recommendations for policy solutions. Interns will help work to change U.S. and international policies toward the African world. Interns will be expected to attend meetings on Capital Hill and meetings held by non-profits and NGOs. They will research and provide public policy, historical, legal, and legislative research and analysis and help produce African world news digests, fact sheets, issue briefs, position papers, public policy reports, statements and commentaries, country area reports, talking points, and newsletters. Interns will also support TransAfrica Forum’s public education events, seminars, conferences, community awareness projects, and training programs, presenting to the general public alternative perspectives on the economic, social, and moral ramifications of U.S. foreign policy. They will assist with organizing workshops and training with educators, students, NGOs, and other community groups. Qualifications include background in international policy, research skills, strong written and verbal communication skills, and Microsoft Office (Word, Excel, and PowerPoint) proficiency.

2) National Portrait Gallery Internship - Mentor: Amy Henderson

The Hepburn Center has arranged an internship with Amy Henderson, Historian at the National Portrait Gallery of the Smithsonian Institution in Washington D.C., to work on an upcoming exhibition entitled “Celebrity and the Changing Face of Fame.” Internship duties will include researching fan magazines from the late 1920s-1940s for relevant articles and movie reviews, researching the work of movie stars for the USO during World War II, and exploring the concept of Hollywood “glamour” during the Golden Age of the studio system. In addition, and depending on the intern’s interest, duties might include reviewing the Portrait Gallery’s performing arts exhibition, “BRAVO!,” and thinking about ways to rotate the key figures it spotlights. Qualifications include a background in cultural history and museum experience, as well as strong verbal, written, and visual image skills.

3) Film Production Internship – Mentor: Sarah Schenck

The Hepburn Center has arranged an internship with Sarah Schenck, 2009-10 Hepburn Fellow, a NYC-based independent film and video maker currently working on a feature film titled "Primitive Streak" that is being shot episodically and shown in short segments on-line. She is also producing a series of short documentary videos on nutrition and the food supply for the Park Slope Food Coop and for a non-profit website, ParentEarth. Tasks include all aspects of pre-production, production, and shooting, including casting, coordinating shoot details including ordering and picking up equipment, acting as a liaison with crew and cast, working on location, coordinating paperwork, budgeting and accounting, script feedback and input, and website maintenance and social network outreach. Qualifications include a background in film and video production, preferably Final Cut Pro proficiency as well as digital shooting experience, the ability to work independently and to be flexible,
organized and a self-starter, as well as strong verbal, written, and visual image skills.

4) Global Fund for Children – Mentor: Maya Ajmera

In collaboration with Maya Ajmera, 2008-09 Hepburn Fellow, the Hepburn Center is sponsoring an internship at the Global Fund for Children (GFC). The GFC advances the education and dignity of young people around the world through its grantmaking program, which funds community-based organizations that serve the health, rights, and development of children and youth in four major issue areas: Learning, Enterprise, Healthy Minds & Bodies, and Safety. Beyond providing financial support, GFC works to leverage additional support on behalf of its grantee partners, to promote sharing of knowledge and creation of networks, and to provide organizational development assistance. The GFC internship provides a wide range of administrative, research, and programmatic support to the Grantmaking Team. In turn, GFC provides the intern experience in areas such as international development, philanthropy, children’s issues, and the day-to-day operations of a non-profit organization. Responsibilities will include but are not limited to the following: researching and tracking news on children and global issues for the grantmaking team; providing support for travel and meeting planning; maintaining grantee files and other materials; updating country profiles and other reference materials; creating and/or updating website content; attending relevant meetings; scanning print and electronic media, compiling relevant articles, and assisting with mailings, filing, and special projects as needed. In addition, GFC interns complete a substantive project individually or as part of a small team. These projects are determined by the grantmaking team, taking into account the skills and interests of the selected interns. Past projects have included: an audit of GFC’s organizational development process, exit strategy research, a grantee partner case study, and a concept paper on microgranting. Qualifications: foreign language skill, international experience, strong research and writing ability, knowledge of basic computer applications (Windows, Word, Excel, Access), good interpersonal skills, attention to detail, and a demonstrated commitment to GFC’s mission and values. Information at GFC can be found at www.globalfundforchildren.org.

5) University of Arizona Internship – Mentor: Ana Maria Lopez, M.D.

The Hepburn Center is sponsoring an internship at the University of Arizona in Tucson under the mentorship of 2009 Hepburn Fellow Dr. Ana Maria Lopez, Associate Professor of Clinical Medicine and Pathology and Associate Dean for Outreach and Multicultural Affairs. The intern will be involved in working with Dr. Lopez in the Arizona Telemedicine Program, which uses state-of-the-art technology to provide medical care to members of underserved populations living in distant rural areas who face barriers to obtaining appropriate care in their home communities. The intern will also participate in a summer program sponsored by the Center for Disease Control that focuses on addressing border health delivery and access issues. Some opportunity to shadow Dr. Lopez in her clinical and research activities focused on women’s cancers will also be available. Qualifications include an interest in medical care for underserved populations and in public health issues, strong interpersonal and organizational skills. Bilingual in Spanish preferred but not required. Dr. Lopez is looking for a mature, self-directed learner with a strong commitment to her education as she prepares for a health-related career.
6) Philadelphia Mural Arts Program Internship – Mentor: Jane Golden

The Hepburn Center will offer two internship in collaboration with Jane Golden, who was awarded the 2009 Hepburn Medal in celebration of the 25th anniversary of the Philadelphia Mural Arts Program (MAP). The internship provides the opportunity to work alongside a professional muralist and provides a great learning experience for any artist to gain solid mural-making skills. The intern will assist not only in the creation of murals but also work for the betterment of our community by serving as part of a team exploring Philadelphia as an advocate for change through beauty, harmony, and balance. The internship will involve work over the summer for a period of 8 to 10 weeks at one of MAP’s large-scale mural sites located throughout the city. With hands-on instruction from muralists and their assistants, the intern will learn the basics of mural-making from preparation and priming to installation and dedication. No previous mural experience is required but an interest in art is helpful. The intern may be asked to mix paints, prime walls, prepare the grid and paint on a large-scale mural. The abilities to listen and carefully follow directions are essential to success. The intern will also be given a tour of the City’s murals and learn about the history of the Philadelphia Mural Arts Program as part of orientation.

7) Lourdes Center for Public Health – Mentor: Stanton Miller, M.D.

The Hepburn Center is sponsoring an internship at the Lourdes Center for Public Health, which was established by Dr. Stanton Miller, Haverford, ‘77. The Lourdes Center works collaboratively with academic and community partners to identify crucial public health challenges, implement research, and develop intervention strategies for urban and vulnerable populations. The Center’s focus is to utilize research findings to provide immediate benefits to communities, reduce health care disparities, and foster public health quality improvement. Lourdes has a variety of internship opportunities at three different locations (Camden, Newark, and Willingboro, New Jersey, as well as in West Philadelphia). Past internship projects have spanned a wide range of medical fields, including ER use, Hepatitis B screening, kidney dialysis, maternal health, community-based primary care health delivery, mental health, diabetes management using telemedicine, healthcare delivery for ethnic minorities, and cancer prevention. Past interns include students from Haverford, Penn, Princeton, Swarthmore, Lehigh, Temple, Rutgers, and Georgetown. Qualifications include an interest in medical care for underserved populations and in public health issues, as well as strong interpersonal, organizational, and research skills. Proficiency in Spanish is preferred but not required. Information about the Lourdes programs can be found at [http://www.lourdesmed.org/services/pub-health.php](http://www.lourdesmed.org/services/pub-health.php).

8) Geneva Global – Mentors: Doug Balfour & Jenna Mulhall-Brereton ’96

The Hepburn Center is sponsoring an internship at Geneva Global, one of the world’s leading international philanthropic advisors, which is located in St. Davids, PA. Geneva Global is a pioneer in the emerging field that combines philanthropy and social development. They work to insure that grant capital is allocated to the world’s hardest places and to the most capable organizations, tackling the world’s most urgent community development problems. In its first decade, Geneva Global helped its clients give more than $81 million to some 1,650 projects around the world, changing the lives of six million people in 109 developing countries. They currently facilitate 22 clusters of projects in 18 countries over four continents, including Rwanda, Burundi, Cote d’Ivoire, Mali, Burkina Faso, Niger, Ghana, Uganda, Zambia, Malawi, Ethiopia, India, China, Bangladesh, Ukraine, Ecuador, Peru, and Haiti. Possible internship activities include working on preparing Granting Strategies reports; Landscape Studies; Baseline Studies; Country Profiles; Sector Strategies reports; Visit Briefing Documents; Opportunity Outlines; Concept Papers; Fund Proposals; Prospectuses for Funds,
programs, or single projects; Results Reports for Funds, programs or single projects; photo albums, videos, or slideshows to music; or printed Annual Summary Reports etc. Qualifications include an interest in global social entrepreneurship, community/economic development, and international philanthropy, as well as strong interpersonal, organizational, and research skills. Foreign language proficiency is also a plus. Information about Geneva Global can be found at www.genevaglobal.com.