



APAPA

Asian Pacific Islander American Public Affairs Association East Bay Chapter (APAPA-EBC)

Empowering and Engaging Asian and Pacific Islander Americans

Non-profit organization 501(C) 3 Tax ID No. 55-0849384

<https://sites.google.com/site/apapaebc/>

Summer 2019 Internship Program

This program provides an opportunity for students to develop their leadership skills, gain public policy experience and become civically engaged.

Application Deadlines and Processing

- March 15th : Deadline for application
- March 15th to April 15th : Review applications, set up interviews, and selection
- April 15th to May 15th : Setup interviews with the offices
- May 15th to June 1st : Choose a Saturday to do orientation.
- The program runs between Jun to August, 2019.
- August 31, 2019(**may be subject to change**) : Graduation Ceremony (You must be present in person to receive the \$500 stipend.)

The internship program will develop

- Political awareness and civic engagement
- Understanding of government and legislative processes
- Professional and leadership qualities
- Networking opportunities with elected officials and community leaders

Eligibility

- Age: 15- to 24- years old
- Be a U.S. citizen or a lawful permanent resident alien
- Have an overall grade point average of a minimum GPA of 3.0

Selection Criteria (Applicants will be selected on the basis of)

- Demonstrated leadership
- Interpersonal and teamwork skills
- Written and verbal communication skills
- Community service and grade point average

Program Length and Stipend

- A one-day Orientation/Training Program will be held in Middle of May to beginning of June 2019 (date to be announced).
- Students are responsible for their own housing, transportation and insurance.
- Interns will get our graduation certification and \$500 stipend if you meet all of our below requirements.

Requirement

- Work 100 hours minimum in your assigned office. The hours are flexible depending on the placement office and must be distributed over the length of the internship program.
- Candidates must attend Orientation/Training programs. (date to be announced).
- Complete at least 10 hours community service hours for APAPA'S community events including voter registration.
- Submit a weekly report (will provide the template) via email for the duration of the internship program.
- Complete an evaluation form after finishing your requirements.
- Interns accepted for this program will be placed in offices around the Bay Area.
- Attend APAPA EBC Internship Award Celebration on August 31, 2019. (**Please note that the date may be subject to change.**)



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APAPA East Bay Chapter Internship Program Application

Please complete this form and prepare a Personal Statement. When completed, please mail the application form, personal statement and your **latest transcript** post-marked by **March 15, 2019** to:

APAPA EBC Internship Program- 3021 Beard Road, Fremont, CA94555

➤ GENERAL INFORMATION

Name: (First)_____ (Last)_____ (MI)_____

Gender: ☐ Female ☐ Male

Date of Birth: (m)_____ (d)_____ (y)_____

Place of Birth: _____ Citizenship Status: ☐ US Citizen ☐ Permanent Resident Current

Address: _____

City _____ State _____ Zip Code _____

Home Phone: (_____) _____ Mobile Phone: (_____) _____

Email Address: _____

➤ EMERGENCY CONTACT INFORMATION

Name: _____ Relationship _____

Address: _____

City _____ State _____ Zip Code _____

Home Phone: (_____) _____ Mobile Phone: (_____) _____

Email Address: _____

➤ EDUCATIONAL BACKGROUND

School Name: _____

Location: _____ City _____
State _____ Zip Code _____

Major (for college student): _____

Current Class Year: _____

Overall GPA: _____ Expected graduation date: _____



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➤ PERSONAL STATEMENT

Please write a statement addressing the following. The statement must not exceed 2 pages in length.

Community and public service involvement

Academic and Career goals

Future plan in public service and/or politics and government involvement

➤ STUDENT CERTIFICATION

- I understand that I hold APAPA-EBC, their boards and members, and employees harmless from any and all liability or claims which may arise out of, or occur, in connection with my participation in this program.
- I understand that this application, plus all accompanying documents, become the property of APAPA and will be shown to potential supervisors of my internship.
- I certify that the information I submitted on this application is accurate to the best of my knowledge. I also understand that I will be liable for all costs that APAPA may incur as the result of any misrepresentation, omission, or willful inaccuracy that I include on this application.
- During my internship, I understand that I am responsible for any and all travel, housing, living and medical expenses that may be incurred. I am responsible either personally or through my insurance coverage.
- I also understand that APAPA-EBC is not responsible for the theft of or damage to, my personal property.
- If selected, I promise to complete all program requirements in the office I am assigned to.
- I understand that photos/videos will be taken and can be used for marketing and social media purposes. I authorize APAPA, APAPA-EBC to utilize this information on my application and any photos/videos.

➤ APPLICATION CHECKLIST

Please make a copy of the complete application for your records and include the following items:

- ☐ Signed Application form
- ☐ Your personal statement
- ☐ Full color photo headshot (2 inches square and 300 dpi (600 pixels square). *The photos will not be provided to the Internship Selection Committee or used as a basis for selecting the interns. Your photo will be used strictly for the program book and publicity purposes.*)
- ☐ Mail all materials, including transcript to:
APAPA East Bay Chapter – Internship Program
3021 Beard Road, Fremont, CA 94555

Deadline: Application and materials must be postmarked by March 15, 2019.

An incomplete application will not be considered.

APAPA EBC strives to effectively promote the internship program. Please let us know how you heard about our program by checking the following:

- | | | | | |
|--|-------------------------------------|---|-------------------------------------|---------------------------------------|
| <input type="radio"/> College/University | <input type="radio"/> APAPA website | <input type="radio"/> APAPA Social Media | <input type="radio"/> Press Release | <input type="radio"/> Relative/Friend |
| <input type="radio"/> Community Organization | | <input type="radio"/> Community Organization: | _____ | |
| <input type="radio"/> Newspaper | | <input type="radio"/> Other: | _____ | |

If you have any questions regarding the APAPA EBC Summer 2019 Leadership & Internship Program, please contact Peggy Chiou at peggychiou@gmail.com or Allen Shiu at allenshiu@apapa.org

Thank you for your interest in the APAPA EBC Summer 2019 Leadership & Internship Program.

Name of applicant (please print) _____

Signature _____ Date _____



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EAST BAY CHAPTER

REVIEW 2017 - 18

(PARTIAL PROGRAMS) REV.2

Our CORE VALUE:

1. Civic Engagement
2. Youth Leadership
3. Community Services



The SUPER Team!



Town Hall Meetings



Meeting with Candidates



Meeting with Elected Officials



Summer Internship Program



Civic Leadership Forum



Voter Registration



Business Workshop

We welcome you to join us:

Email: apapaebc@gmail.com TEL: (510)676-7139

Inspire
Engage
Empower

APAPA

 East Bay Chapter

Summer Interns
Graduation Ceremony
& Fundraising Luncheon

1st Annual



OUR MISSION

To empower Asian and Pacific Islander (API) Americans through education, leadership and active participation in civic and public affairs.



Saturday, September 8, 2018
Crowne Plaza Hotel
32083 Alvarado-Niles Rd., Union City, CA