



Future Leaders Fellowship Program
AFRICAN AMERICAN MAYORS ASSOCIATION

HOST SITE APPLICATION

The African American Mayors Association Future Leaders Fellowship (FLF) Program is an eight-week, paid program which offers undergraduate students with an opportunity to learn and navigate the functions of local government. The program consists of a four-week extensive training at the AAMA Headquarters in Washington, D.C. followed by a deployment to the office of an AAMA member mayor for a hands on career building experience. We thank you for your interest in serving as a hosting site for an AAMA fellow!

Our commitment is to arrange the best possible placements for all of our interns. We take into account the students' career goals, experiences, and preferences. As we go through the placement process in March, the AAMA team will review the preferences provided by prospective fellows and potential supervisors as we seek to make the optimal placement for all of the students.

Please know that submission of an application and participation in the interview process **does not guarantee an intern will be placed at your site**. Each year, a diverse group of students apply to our internship and fellowship opportunities and we will prioritize the interests of our applicants during the placement process. To apply to be a 2020 Future Leaders Fellowship (FLF) program Host Site, please submit the application below electronically to aama@ourmayors.org.

Site Responsibilities

AAMA looks forward to partnering with our member mayors to provide a robust and informative experience for our interns. The responsibilities of AAMA and our partner office(s) are as follows:

AAMA Responsibilities	Host Site Responsibilities
<ol style="list-style-type: none">1. AAMA will provide a four-week extensive training at our Headquarters office in Washington, D.C;2. AAMA will assign fellows to offices with needs in departments compatible with fellow preferences;3. AAMA will cover fellow expenses: compensation, housing and round-trip travel accommodations; and4. AAMA will schedule weekly check-in's to track the progress and effectiveness of the program.	<ol style="list-style-type: none">1. The Host Site will assist in placing our interns with a designated supervisor under a department of their interest;2. The supervisor must arrange weekly check-ins with the fellow(s) and AAMA staff;3. Assist in locating available fellow housing <i>Suggested: Nearby College Campus;</i>4. Adhere to AAMA fellowship guidelines including work hours (40hr/week), feedback, etc.; and5. Complete an assessment of the FLF program upon completion

ALL APPLICATIONS MUST BE RECEIVED BY FEBRUARY 7, 2019



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HOST SITE APPLICATION

(Mayor) First Name:	Last Name:
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City Hall Address:

City:	State:	Zip Code:
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General Information of Application Preparer

First Name:	Last Name:	(MI):
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Title:	Department:
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Email:	Telephone: Ext:
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Fellow Placement Information

Please identify <u>two</u> specific departments where our fellows may be placed in your office:

AAMA is committed to providing housing accommodations for our fellows for the full eight-weeks. Please identify <u>two</u> potential student lodging locations that are located nearby:

Preparer Signature: _____ Date: _____

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