

**ST. LAWRENCE UNIVERSITY**  
**PUBLIC INTEREST CORPS (SLU PIC)**  
**COMMUNITY PARTNER APPLICATION**

23 Romoda Drive, Canton, NY 13617; (315) 229-5768

For more information on the SLU PIC Community Partnership Program, visit:  
[www.stlawu.edu/career-connections/st-lawrence-university-public-interest-corps-slu-pic](http://www.stlawu.edu/career-connections/st-lawrence-university-public-interest-corps-slu-pic)

To apply to the program, please complete this form and email to: [gfalen@stlawu.edu](mailto:gfalen@stlawu.edu) by  
**November 4, 2022**

**SLU PIC Internship/Project Description Form**

Sponsoring Company/Organization

Department

Address

Person to contact

Telephone

E-mail

Direct supervisor (if different)


Title

Telephone

E-mail

Background Information (Please briefly describe your organization and department including its purposes, geographical scope, recent activities, work environment, organizational culture, etc.)

**Internship/Project Description**

*Please describe the POSITION TITLE, BACKGROUND, OBJECTIVES, SPECIFIC TASKS, and EXPECTED RESULTS.*

Position Title:

Project Background/Need: (Is this project critical to the mission of the organization and/or meeting significant community need(s)?)

Project Location: (Will this be done in an office, out in the community or a combination?)

Project Objectives:

Specific Tasks:

Expected Project Results:

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Alternative Duties/Project Plans:

\*If your primary project is completed early and/or no longer feasible, please list some alternative work/projects the SLU PIC Intern may be able to assist with. While our preference is for an in person internship, given the Covid19 situation, we strongly suggest that partner organizations provide us with a remote internship contingency plan. Depending on the pandemic status in Spring/Summer 2022, preference may be given to sites that offer a remote option.

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SLU PIC Intern Supervision (Who will do this and how/how often will this be accomplished, e.g. weekly meetings, virtual check-ins, one on ones?)

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SLU PIC Intern's Contribution (How will the SLU PIC Intern contribute to the mission of the Organization? Does this opportunity contribute to the capacity of the organization to meet its mission?)

Training & Networking (What Training & Networking Opportunities will be available to the SLU PIC Intern?)

Qualifications Sought in a SLU PIC Intern?

(e.g. **driver's license, access to a car**; appropriate major/field; personal characteristics; computer skills; research; ability to do physical labor, etc.)

Required:

Preferred:

Beneficial:

U.S. Citizenship/Residency Required? (Yes/No)

Public Transportation (None/Fair/Good)

Car needed on the job? If so, is Car Provided?

Additional equipment necessary? (Computer, etc.)

Language skills needed or desired (in addition to English):

Will there be any restrictions placed on the SLU PIC Intern (e.g. security clearance, other background check)?

**Contract Authority:**

I hereby authorize St. Lawrence University to publicize the position described above and to collect application materials from interested students. I understand that all applicant information we receive from St. Lawrence is confidential. I further agree that this organization will work through St. Lawrence University and SLU PIC protocols in order to select St. Lawrence University interns.

Print Name

Title

Date