

**Wellesley College Women's and Gender Studies Department**  
**Gender And Social Change Internship**  
**Summer 2015**

**INFORMATION**

The Women's and Gender Studies Department (WGST) invites applications for a summer 2015 internship that directly involves gender and social change. WGST provides a \$4,000 stipend for internships that students identify and develop on their own. Internships typically involve approximately 350 hours over roughly 9 weeks.

All WGST majors and minors who are rising sophomores and juniors (Classes of 2016 and 2017) are eligible and encouraged to apply. Seniors (Class of 2015) are not eligible to apply.

Applicants must secure their own internship placement which may be anywhere in the world. Students pursuing international internships should visit the Office of International Study's website to learn about maintaining personal safety while abroad: [http://www.wellesley.edu/ois/handbook/your\\_safety\\_abroad](http://www.wellesley.edu/ois/handbook/your_safety_abroad).

For assistance in developing or finding an internship, consult CWS resources <http://www.wellesley.edu/cws/internships> as well as WGST faculty.

The stipend is granted for a particular internship experience and is not transferable to another internship without prior WGST approval. Students should have applied for an internship with the internship organization prior to submitting the WGST internship application, though need not have been offered the internship prior to submission.

A faculty selection committee reviews the applications for the WGST stipend. Both the content of the application and the quality of the writing are considered. All else being equal, preference will be given to a student working in an unpaid position or whose project is not otherwise financially supported. Note: students are allowed to receive only one funded internship from the College per year.

Applicants will be notified of the Selection Committee's decisions by April 10, 2015. The stipend award must be accepted or refused by April 24, 2015 or the award may be withdrawn. A letter from the internship organization/agency indicating that you have been offered – or have accepted – a placement is required before stipend funds will be distributed. The WGST stipend recipient is required to present at the Tanner Conference following the internship.

Applications must be submitted in a complete, single packet to Betty Tiro, WGST Administrative Assistant, Founders Hall 422, by 12pm, Monday, March 30, 2015. Please direct application questions to Betty at [etiro@wellesley.edu](mailto:etiro@wellesley.edu) or ext. 2538.

Each application packet should include:

1. A **completed Application Form** (see internship application) – print out the page and complete by hand or type the requested information onto a separate page. Note: you will need to include the contact information for a Wellesley faculty member who will serve as your reference (no need for a letter of reference).
  
2. An **essay** (three pages max, single spaced) that includes:
  - a. a brief description of the organization/agency, its purpose and functions,
  - b. a description of the internship you are applying for including your role and responsibilities (as best you know at this point),
  - c. your reasons for choosing this organization, your understanding of how this experience relates to gender and social change, and your goals for this summer experience in relation to your academic or future goals,
  - d. your qualifications for this internship (academic, linguistic, experiential or other), and
  - e. any considerations you think the Committee should know about in assessing your application.

The essay is a critical component of your application. Applicants are strongly encouraged to write, review, and have their essays critiqued for content and grammar.

3. A **letter from the internship organization/agency** that you hope to intern with indicating that you have been offered – or have accepted – a placement. If you have not yet been offered a placement, you do not need to include this letter, though such a letter is required before stipend funds will be distributed.
  
4. A **current resume**, and
  
5. A **current transcript** (unofficial is fine).