

**Xavier University**  
**Summer Service INTERN Position Description & Qualifications 2009**

Please read this document carefully and note **all** required qualifications!

**Summer Service Intern (20 positions)**

*For each intern, the position description will vary according to the agency's needs. Specific agency position descriptions will be available for review following the Intern Selections in late January/Early February 2009. In most cases, interns will work between the hours of 8:00 a.m. – 5:00 p.m. with occasional evening or weekend hours.*

Term: May 31-August 1, 2009

Hours: 35 Hours per week at specified Service Agency Site  
5-10 hours per week participating in dinner, reflection, and community activities

Important Dates:

- Move-In – **May 30**
- Meet and Greet initial Meeting – **6:00 p.m., May 30**
- Overnight Retreat **May 31 - June 1**
- Training – **June 2 & 3**
- Internship at Agency – **June 4 – July 31**
- Holiday (Non-Paid) - **July 3-6**
- Reflection Sessions **every Wednesday** at **5:30 p.m.**, beginning on June 10
- Community activities will vary throughout the summer term, but are typically held in the evenings and on weekends

Remuneration:

- In return for work at a specified agency, an hourly wage of \$9.00 will be paid bi-weekly, with *potential* earnings of \$2709 before taxes.
- In return for attendance and active participation in reflection activities, community events, and final internship project, on-campus housing, valued at approximately \$600, and a food stipend to be paid in three installments over June 5 – August 1, valued at \$750.

Intern Qualifications & Responsibilities:

- Demonstrates enthusiasm to be “people for others” who will continue to make service an integral part of their lives.
- Demonstrates the ability to work on a team, in a community environment, ability to share insights and reflect on experiences.
- Demonstrates a strong work ethic.
- Demonstrate qualities of reliability, responsibility, confidence, sincerity, enthusiasm, friendliness, flexibility, and patience.
- Carry at least a 2.5 GPA or higher.

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This internship is intended to be more than a job. It is a life changing experience. Many community building activities are structured into the program to provide opportunities for interns to learn and grow together. In order to effectively cultivate a service learning summer, *jobs, classes, and commitments outside of the program are not permitted.*