

Xavier University
Summer Service INTERN Position Description & Qualifications 2024

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

Summer Service Intern (16 positions)

For each intern, the community organization position description will vary. In most cases, interns will work between the hours of 8:00 a.m. – 5:00 p.m. with limited occasional evening or weekend hours.

Term: May 19 – July 27, 2022

Hours:

- 35 Hours per week at specified Community Partner Organization
- 5-10 hours per week participating in dinner, reflection, and community activities
- Presence and full engagement with Summer Service intern community for at least 4 nights/week and 7/9 weekends

Important Dates:

- Move-In – **May 19, 12-4pm**
- Opening Meeting (dinner will be served) – **6:00 p.m., May 19**
- Overnight Retreat **May 20-21**
- Training – **May 22-24**
- Holiday (unpaid) – **Monday, May 27**
- Internship at Community Organization – **May 28 – July 26**
- Reflection Sessions **Mondays at 6pm** and **Wednesdays at 5:30 pm**, beginning June 1
- Holiday (Unpaid) – **June 19**
- Community Activity Day – **Saturday, June 22**
- Holiday (unpaid) – **Monday, July 4**
- Summer Service Celebration of Learning – **Friday, July 26, 12-6pm**
- 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 community organization, an hourly wage of \$15.00 will be paid bi-weekly, with *potential* earnings of \$4,725 before taxes.
- In return for attendance and active participation in ongoing community building (being present at least 7 of 9 weekends and most week nights), reflection activities, community events, and final internship project, on-campus housing, valued at more than \$1300, as well as an intentional community living stipend to be paid in three installments over May 25 – July 29.

Intern Responsibilities:

- Live on-campus with other interns and fully engage in intentional community
- Work on a team, in a community environment, share insights, reflect on experiences.
- Be “people for and with others” who will continue to make service and justice an integral part of their lives.
- Demonstrate a strong work ethic.
- Reliability, responsibility, confidence, sincerity, enthusiasm, friendliness, flexibility, and patience.
- Carry at least a 2.5 GPA or higher and remain in good standing with Xavier (not on University Probation, not on Residence Life Probation, and all previously assigned conduct sanctions are complete and not past due).

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.***