

Summer Internship Program

CREATE Lab at Carnegie Mellon University
Robotics Institute
5000 Forbes Ave Pittsburgh, PA 15213
(412) 268-5700
info@hear-me.net

Description

A 6-week long placement (approximately June 22-July 31)* with Hear Me 101, including rotations with Pittsburgh Center for the Arts/Pittsburgh Filmmakers (**PCA**), The Western Pennsylvania Writing Project (**WPWP**).

One intern will be selected from each Hear Me 101 partner school/group. Interns will organize publicity and campaign elements for their films, advise on 101 planning for the upcoming school year, and work with a group of students to determine the future of their films. Interns will also gain work experience at each rotation. This internship will foster leadership skills, event-planning skills, expose students to different career fields, and foster creativity as well as collaboration. Interns will be paid and receive bus passes. Interns can expect to work 15 hours/week with flexible schedules.

*Duration will be based on availability

Rotation descriptions

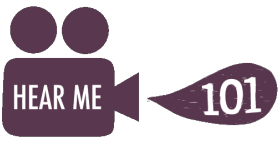
At **PCA**, interns would work as a camp counselor for a week on a video/media project with peers or middle-schoolers. (*Shadyside, 5th Ave and Shady Ave*)

At **WPWP**, work with the Young Writers Institute program to participate in a co-hort of students and assist with documentation of workshops each day. (*Oakland, Cathedral of Learning*)

At **Hear Me**, interns will support planning of Hear Me 101 for the following year, develop plans for their films, create new promotional products, and execute one Hear Me project. (*Shadyside/Oakland, CMU Campus on Forbes Ave and Craig St*)

Requirements

1. Have completed a Hear Me 101 video project by internship start date
2. Commit to being a student advisor or producer in a Hear Me 101 documentary the following school year (if still enrolled)
3. Commit to 10 - 15 hours/week in a schedule created with supervisors
4. Submit a list of work experience and extra-curricular activities (or a résumé)
5. **Complete** the application below
6. Provide the signature, name, and phone/email of one reference: teacher, advisor, or otherwise (except relatives) on the form below
7. Submit a short essay, written or typed, (approx. 250 words, *attached on a separate piece of paper*) that answers: Write about a community that you are a part of. Why is your voice important in that community? (A community can be a neighborhood, group, club, culture, or place.)



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Application Form

Information

First Name: _____ MI: _____ Last Name: _____
Date of Birth: / / Gender: M / F
Street Address: _____ City/Zip Code: _____
Home Phone: () Cell Phone: ()
Email: _____
Grade entering in the fall: *10th / 11th / 12th* School: _____

Reference

Name: _____ Position: _____
Phone: _____ Email: _____
Relationship to candidate: _____

I recommend _____ for the Hear Me 101 summer internship:

(Signature & Date)

I agree to the Hear Me 101 internship requirements and certify that the above information is true.

Student Signature & Date

(Signature) _____ *(Date)* _____

***Due by Monday March 23, 2015 to your teacher or advisor
Attach Essay on a separate paper***