

# UIC Heritage Garden Summer 2023 Internship Application

## PHOTOGRAPHY & MEDIA POSITION

### SCHEDULE

#### Internship Program runs from

- May 22nd – August 11th, 2023 (12 weeks)
- With one week break July 3rd – July 7th
- The one-week break is not paid

#### Monday to Friday between 10 am to 2 pm\*

Subject to change. See website for details at

<http://heritagegarden.uic.edu/apply-now>

### PROGRAM DESCRIPTION

The UIC Heritage Garden is currently seeking **ONE** upcoming Sophomore and/or Junior undergraduate UIC student (or undergraduate students that can potentially commit to this program for **six semesters**) for a **photography & media internship position**.

The UIC Heritage Garden is a project of the seven Centers for Cultural Understanding and Social Change (CCUSC) and receives funding from the UIC Sustainability Fee. The goal of the UIC Heritage Garden is *“to create an educational space that connects horticulture to cultural diversity, environmental sustainability, and social justice.”* Interns will assist with a variety of projects to support this goal. Interns will have the opportunity to continue with the UIC Heritage Garden program through fall and spring semesters if they complete all aspects of the summer program in a satisfactory manner. There is potential to advance to a leadership position the following summer, fall and spring.

This intern will participate with all other interns in general internship activities, but this student's main responsibilities will be photography & media documentation. This intern will **receive around \$3,500** over 12 weeks if all hours are worked for the summer. The program will provide a camera to be used on campus for this position as well as a desktop computer in the UIC LCC office with the Adobe Suite for editing.

\*We may need to make modifications to the schedule based on: having in-person and online components; artistic collaborations; and field trips to different sites across the Chicago-land area. The internship is **18 hours a week**, so you will not be working all Monday through Friday from 10 am to 2 pm, but we'd like folks to be available at those times as we finalize the schedule.

#### Qualifications

- Responsible
- Committed
- Excellent oral and written skills



- Ability to work in a team and independently
- Creative thinking
- Ability to handle simultaneous projects
- Willing to learn and engage in different subject areas
- Technical skills: photography, website maintenance, and social media skills.

### Eligibility

- Interns must be available to work 18 hours a week beginning May 22nd through August 11th, with a week-long break between July 3rd to July 7th. In order to be eligible for the internship, individuals must be available for the full 12 weeks. See syllabus for past attendance policies.
- Interns must participate in **ALL** the activities outlined in the program syllabus. Please refer to the previous program syllabus on the UIC Heritage Garden website for the list of activities found at <http://heritagegarden.uic.edu/syllabi>
- Interns must have good academic standing, including a GPA of at least 2.5.
- The UIC Heritage Garden internship is open to DACA recipients and RISE Act\* eligible students.

\*RISE Act eligible students may qualify for a tuition award. Please go to <http://heritagegarden.uic.edu/apply-now> and contact us for more details about how the award works, as it differs in time commitment and amount from the one mentioned above.

### APPLICATIONS DUE

Applications for the 2023 Summer Internships are due **March 1st by 11:59 pm**. Submit a digital copy of your application **along with your resume and photography portfolio attached** to the UIC Heritage Garden email [heritagegarden.uic@gmail.com](mailto:heritagegarden.uic@gmail.com). Email subject should read "Summer 2023 Photo and Media Application (Your Name)"

Following application review, we will email a selected group of applicants in mid March to participate in individual interviews. These selected applicants will be expected to turn in a letter of recommendation from a faculty member, advisor, or employer by **Monday, April 3rd at 11:59 pm** to [heritagegarden.uic@gmail.com](mailto:heritagegarden.uic@gmail.com). **The letter of recommendation is not required for your initial application submission.** The guidelines for the letter of recommendation will be provided through email correspondence.

### CONTACT INFO

If you have any questions about the internship and/or application, please email us at [heritagegarden.uic@gmail.com](mailto:heritagegarden.uic@gmail.com). **We look forward to your applications.** For more information about the UIC Heritage Garden, visit our website: [heritagegarden.uic.edu](http://heritagegarden.uic.edu) or call us at 312 996 3143 Monday, Wednesday and Friday between 9 am to 3 pm.

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Date \_\_\_\_\_

### **Personal Information (please type)**

Name(s) \_\_\_\_\_

Pronoun(s) \_\_\_\_\_

Where will you live during the summer of 2023 (specify one)?

- City of Chicago (specify neighborhood): \_\_\_\_\_
- Suburb (specify): \_\_\_\_\_

Phone Number \_\_\_\_\_

UIC Email \_\_\_\_\_

Major \_\_\_\_\_

Minor \_\_\_\_\_

Current GPA \_\_\_\_\_

Anticipated Graduation Date (month/year): \_\_\_\_\_

What is your cultural heritage(s)?

\_\_\_\_\_

Please briefly describe your previous photography experience:

(Continued on next page)

How did you find out about this internship program?

- \_\_\_\_\_ Email Announcement
- \_\_\_\_\_ Public Program
- \_\_\_\_\_ Website
- Other (Specify): \_\_\_\_\_

## Essay Questions

***For the following section, please type your responses for the short-essay questions, for a total length of two pages, single spaced. Please answer each question separately.***

1. What skills and relevant experiences in the following areas - photography, web development, communications, graphic design, website management, and/or social media - can you bring to this internship? (~300 words)
2. Have you observed any environmental/social injustices in your community or in current events? How would you use your media skills to address them? (~300 words)
3. Why do you want to participate in this internship and what do you hope to gain from it? (~300 words)