



# Education Justice Project Internship Application

Applications for Fall 2021 are due **October 1, 2021**. After we receive your form, an EJP representative will contact you to discuss the next steps. Thank you again.



**The mission of the Education Justice Project is to build a model college-in-prison program that demonstrates the positive impacts of higher education upon incarcerated people, their families, the communities from which they come, the host institution, and society as a whole.**

Thank you for your interest in an internship with the Education Justice Project. For over ten years, EJP has been offering academic programs to incarcerated individuals. More recently, we have started producing multiple reentry guides and hosting public events to promote awareness around the work we do as well as incarceration, criminal justice and related issues. There are many opportunities to get involved in worthy projects on campus and in the community. We are very grateful you have expressed an interest in our program.

We ask individuals to fill out this form if they're interested in becoming a part of a vibrant, collaborative, program that will allow people to meet individuals who share their concerns, learn skills that can be applied to future efforts, contribute to a meaningful cause, learn more about incarceration, criminal justice and related issues. Please complete it electronically and email this form to Jamie Hines, Operations Director, at [jlhines@illinois.edu](mailto:jlhines@illinois.edu), as that gives you space to provide comprehensive answers. We are interested in learning as much about you as we can at this stage.

Please be aware that our main criteria for involvement are seriousness of purpose and maturity. You don't need to be an expert on incarceration, but we expect you to be interested in learning more about it. Please feel free to visit our website to learn more about us and the work we do at <http://www.educationjustice.net>

Today's Date:

Name:

Pronouns:

Email:

Phone:

Mailing Address:

Year in School:

Expected Graduation Date:

How did you hear about the Education Justice Project?

Why are you interested in working with EJP?

Please tell us about yourself. For example: your background, relevant experiences, and what you care about.

Please tell us about your work and/or volunteer experiences.

What are some of your skills and achievements that you could bring to our team?

Please tell us your general availability for the semester you're applying for.



Listed below are the areas in which EJP is currently looking for intern assistance. Please check the box to indicate which areas you might be interested in. Select all that apply.

**Office Support**

Support based position, periodic assistance provided to Operations Director regarding office tasks and maintenance, e.g., event preparation, organizing office spaces, etc.

**EJP Community Library Support**

Support and research based position working with EJP Community Librarian. Tasks include: print and compile articles, create a workflows, assist with reference intern handbook, collaborate with the graphic design team, join monthly 'Lunch & Learn' and learn more about librarianship.

**EJP Gala**

Support based position, serving on the event planning committee for our annual fundraising gala. You don't need event planning experience, but if you have some—or simply enjoy planning events—all the better!

**Reentry Guides**

Research and support-based positions are available, assisting with research, writing, and distribution of EJP's reentry guides to people in prison, their families, and service agencies.

**Fundraising Support**

Support-based position that helps EJP stay in touch with donors, e.g., updating database, sending mailings, etc., and/or assisting with planning and hosting EJP events that emphasize fundraising involving current and/or potential donors.

**Database Support**

Support-based position assisting with maintenance and updating the EJP Databases (i.e., Edvance Database, Mango, etc.). This includes data-entry, review, data migration, performing queries, among other database related tasks.

**Freedom to Learn (FTL) and IL-CHEP (Illinois Coalition for Higher Education in Prison)**

Support-based position to assist with advocacy related to issues like prison censorship, expanded access to higher education in prison programming, and transparency around COVID-19 in prisons. There are multiple committees to get involved with, including outreach, communications, public relations, and fundraising. This role is not with EJP precisely, but many EJP members and interns contribute to IL-CHEP efforts.

Other, e.g. writing and research, event assistance, general office support—or your own idea for a helpful project.

Education Justice Project

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[www.educationjustice.net](http://www.educationjustice.net)

