### Illinois-Logo-Full-Color-RGB Education Justice Project

Computer Lab Application Due date: October 3rd, 2022

Fall Semester 2022

Email inquiries to Michael Muneses at mmuneses@illinois.edu

Please be aware that in-person programming at the program is dependent on the status of COVID-19 and other potential public health concerns. EJP, the University of Illinois, or the Department of Corrections may decide to suspend programming as deemed appropriate for the safety of our members and/or incarcerated individuals. Thanks for your flexibility and understanding!

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, the communities from which they come, the host institution, and society as a whole.

Thank you for your interest in working with the Education Justice Project’s computer lab. EJP is one of the few college-in-prison programs in the country with a dedicated computer lab. It is an important resource for our students at Danville Correctional Center. It offers a place for students to work on their assignments, a teaching site for for-credit courses, and is the location of various workshops that we offer the students.

The responsibilities of our computer lab team include providing guidance and training for our on-site team of computer support, working with the computer lab advisory committee at the prison, and providing training for new EJP instructors. It is also responsible for ensuring that the computer lab is a purposeful “third space” that comfortably and efficiently supports the various functions that take place within the room. Familiarity with computer lab environments is required. Previous experience with computer hardware and relevant software is a definite plus. And as of this summer, we are excited to share the return of the Pit Crew. This group of inside members meets monthly with outside members of the Computer Lab team and is responsible for offering peer-to-peer computer support and instruction, as well as facilitating orientations for new users of the computer lab.

Current and ongoing projects include design and implementation of the Server Refresh and its subsequent follow-up. Collaboration with GIES to complete their onsite Canvas LMS for College of Business Certificate programs. Developing and strengthening the community and knowledge in the Pit Crew and beyond!

All applications are welcome. However, because EJP aims to create a supportive learning environment for our incarcerated students, we especially encourage applications from individuals whose backgrounds align with those of our students. This includes members of racial minority groups, first-generation degree holders, and individuals from low socioeconomic status backgrounds. Please note that the educational offices are on the second floor of the prison and that there is no elevator.

According to Illinois Department of Corrections (IDOC) policy, if you are formerly incarcerated within Illinois or are actively visiting a friend or family who is incarcerated in IDOC, it is unlikely you will be able to receive IDOC clearance. Unfortunately, this is beyond our control.

Please complete this form in a word processing program, so you will have plenty of space to adequately answer the questions, and send it, with a copy of your CV, as an attachment to Michael Muneses at [mmuneses@illinois.edu](mailto:mmuneses@illinois.edu). After we receive your form, we will contact you to discuss your application.

Name:

Email:

Phone:

Mailing Address:

Today’s Date:

Occupation:

Employer:

UI Department (if applicable):

What field is your Bachelor’s Degree in?

What other degrees do you hold (if applicable)?

How did you hear about the Education Justice Project?

Why are you interested in working with EJP and, specifically, in assisting in the EJP computer lab?

Working in a prison brings up many feelings and presents a range of challenges for most of us. What do you imagine might be the biggest challenges or concerns for you?

Is there anything else that you would like us to know about you?

Please list two references we may contact (not family members):

1. Name:

Relationship:

Phone:

Email:

How long have you known this person?

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Relationship:

Phone:

Email:

How long have you known this person?

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