

M C **MANHEIM COMMUNITY LIBRARY**
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The Manheim Community Library is currently accepting applications for a summer intern to take part in the Public Library Association's Inclusive Internship Initiative (III).

The intern will work up to 35 hours a week for 10-12 weeks with the primary objective of developing a project that will help strengthen connections with the Library's community and encourage diversity and inclusion.

Under the guidance of the library director, interns will:

- Design and deliver a connected learning project. Examples of past intern projects include:
 - Inter-generational LGBTQ+ community roundtable
 - Outreach to teens held in local temporary detention center
 - Audio engineering and videography workshops to create a music video
 - Library resource booklet for at-risk youth: how to get your GED, clear criminal records, look for jobs
 - Local history digitization project
 - Translation of library policy and rules documents
 - Naturalization study group for community members with transitional immigration statuses
 - Digital literacy training for Chinese speaking senior citizens
 - Panel discussion on the impact of violence on communities
- Work up to 35 hours per week in the library to complete the project.
- Spend dedicated time writing about and reflecting on their internship experience.
- Attend a kick-off event in June in Chicago and make a presentation about their project at a wrap-up event in September in Washington, DC.
- Participate in monthly virtual learning and networking opportunities.
- Complete short, bi-weekly surveys.
- Share their successes, challenges and opportunities across the III cohort.

This position is a paid position plus travel expenses to the Chicago and Washington, D.C. events. Potential candidates must be a current high school sophomore, junior or senior. They must be willing to travel to both events. Preference will be given to those with interest or previous experience working with or in libraries.

Please submit the attached form to Jonathan Dunkle, Library Director, at jdunkle@manheimlibrary.org.



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PLA Inclusive Internship Initiative Program

Complete the following information and submit it along with a letter of recommendation from a teacher, other school official, community partner, or librarian. Also, please submit a brief plan for sharing what you will learn in this internship through social media, and with other contacts to:

Jonathan Dunkle, Director, Manheim Community Library
jdunkle@manheimlibrary.org

Name: _____ Date: _____

Desired start date: _____ Desired end date: _____

Internship availability (times/days of week):

Age: _____

School name and most recently completed grade: _____

Please describe relevant skills and qualifications for this internship:

Have you worked in the library previously? If yes, please describe. _____

Short Essay (attach a separate sheet):

Please tell us about your skills and interests. How will working in the library build your skills and interests? What area of the library are you most interested in working with and why?