



HCAP Student Leadership Internship Program

The Hunter College AANAPISI Project (HCAP) is a five-year, U.S. Department of Education-funded program that serves Asian American and Pacific Islander (AAPI) undergraduate students at Hunter College City University of New York. HCAP provides academic, co-curricular and leadership programs for AAPI students with a focus on first generation college-goers, students from immigrant families, and English Language Learners. For more information, see: huntercap.org

We are currently seeking host organizations that:

- *Are community-based organizations or networks that serve Asian/Asian American and/or Pacific Islander populations*
- *Have a physical location (office and/or program presence) in New York City*
- *Can support a dedicated undergraduate student intern and provide them with a rich learning experience (most of our students are multilingual and/or from AAPI communities themselves!)*

The HCAP Student Leadership Internship Program is:

- **A 10-15 hour/week internship over 3 months.** Students are matched with an AAPI-serving organization in New York City (*see timeline, next page*).
- **A semester-long credit-bearing course (ASIAN 29000)** at Hunter College. Students complete a final digital story project on an issue, AAPI community, and/or AAPI leader related to their internship experience.
- **An opportunity for students to explore a wider range of career pathways.** HCAP provides professional development workshops and guest speaker panels for students to meet AAPI leaders from different career fields.
- **A support program that provides individual coaching and guidance** for students as they build their work experience, prepare for job applications, and navigate personal goals and family expectations for future career choices.

We are currently seeking placements for Fall 2019 internships! If you are interested, please email: **Caitlin Ho, HCAP Program Director**, at ch1322@hunter.cuny.edu

HCAP Student Leadership Internship Timeline
(Fall or Spring)

<p>The semester before:</p>	<ul style="list-style-type: none"> ● Site placement recruitment for upcoming semester ● Student applies to leadership internship program
<p>Summer or January break:*</p>	<ul style="list-style-type: none"> ● Placement provides a short job description of internship position ● Student submits resume and cover letter to potential placement(s) ● Placement supervisor interviews student ● Confirm final placement match <p><i>*Note: some students may not be available for an in-person interview during their Summer or January break. Interviews may be scheduled before or after if needed.</i></p>
<p>Start of semester: <i>Fall: end of Aug</i> <i>Spring: end of Jan</i></p>	<ul style="list-style-type: none"> ● Start internship no later than two weeks into the semester
<p>During the semester: <i>Fall: Aug - Dec</i> <i>Spring: Jan - May</i></p>	<ul style="list-style-type: none"> ● Student works 10-15 hours/week at internship placement ● Student meets bi-weekly with HCAP Director and completes reflection assignments
<p>End of semester:</p>	<ul style="list-style-type: none"> ● Supervisor completes intern evaluation + shares highlights with intern ● Internship ends in mid-Dec (Fall) or mid-May (Spring) ● Student submits final digital story project for internship course