

## [Mary Gibson Student-Labor Internship Program](#)

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## 1. Introduction

### 1.1. Rutgers Student Activism and the Rutgers One Coalition

The student activist movement at Rutgers has an expansive and colorful history. From the 1969 occupation of Conklin Hall at Rutgers Newark during the American Civil Rights Movement to the anti-Apartheid protests at Rutgers New Brunswick in the 80's, student organizing has taken a variety of forms and has held a diverse array of beliefs and ideologies.

The Rutgers One Coalition brings together faculty, students, staff, alumni and community to better serve the needs of our entire Rutgers community. We hope to expand our base and further relations between students and workers, but this can't be achieved without committed students who devote time to working towards meeting this end. Therefore the Rutgers AAUP-AFT has created this internship program to help build a stronger student movement.

## 2. The Internship

### 2.1. Internship Logistics

The Student-Labor Internship would have a capacity of *5 interns per semester*. Interns will be required to apply through a standardized application process. If fewer than 5 students apply, then the program will decrease its capacity to accommodate whichever number of students are interning for that semester. Interns would serve an internship term of one semester each, receiving a stipend of *\$1,800 per semester for 125 hours of activity*. In order to make the internship program as inclusive as possible to more students, previous interns will not be able to apply for a second internship term.

## **2.2. Intern Selection**

Students must be in good academic standing to be eligible. To apply, students will complete a thorough application and will have the option of attaching a resume. Interns will be selected by a hiring committee composed of union leadership/staff tasked with the job of reviewing applications and selecting up to 5 interns each semester.

## **2.3. Monthly Seminars**

As an educational component, interns will be responsible for attending monthly seminar meetings with union leadership/staff. These seminar meetings may be attended by Mary Gibson, when available. The content of the seminar meetings will include (but will not be limited to) discussion about organizational considerations, any challenges encountered in organizing activities, and the relationship between students and organized labor at Rutgers.

## **2.4. Academic Credit**

In addition to the stipend, interns are encouraged to seek academic credit for the internship. Interns will have to arrange for the academic credit themselves (contacting departments, talking to counselors, etc).

# **3. Intern Responsibilities**

## **3.1. Structure**

The responsibilities of interns will include, but not be limited to the following. Responsibilities can be divided amongst interns and/or delegated to other student organizers and managed by the interns.

## **3.2. Student-Labor Relations**

### **i. Rutgers One Coalition**

Interns shall be responsible for maintaining the relationship between student activists and union members at Rutgers via the Rutgers One Coalition. This includes (but is not limited to):

- (a) performing general recruitment and outreach to potential members from the student movement and unions;
- (b) picking facilitators for each meeting;
- (c) drafting an agenda for each meeting and reaching out to the appropriate parties to ensure full inclusion on the agenda;
- (d) managing external relations, including keeping a social media presence and up-to-date website or blog; and

(e) writing press advisories and press releases for any event or action that the Coalition undertakes and for which press coverage would be desirable.

### 3.3. Student Movement Management

#### i. Internal Management

Interns shall be responsible for the internal management of their organizations, and training other (newer) members to do so. This includes (but is not limited to):

- (a) taking minutes during meetings and emailing them to the general body;
- (b) regular email correspondences to alert the general body / organizational base of meetings and other important information;
- (c) maintaining a database of all members and their relevant credentials;
- (d) setting meeting goals and agendas, with considerations made for members who wish to be involved in the agenda-making process (and internal management at large); and
- (e) finding facilitators for each meeting.

#### ii. External Management

Interns shall be responsible for the external management of their organizations, and training other (newer) members to do so. This includes (but is not limited to):

- (a) creating and maintaining the organization's (or coalition's) website and/or blog;
- (b) utilizing social media (including main outlets, such as Facebook and Twitter, but this can also include not-so-mainstream outlets, such as Instagram) and maintaining an active social media presence; and
- (c) regularly checking the organization's (or coalition's) email account and replying promptly to any inquiries.

#### iii. Press Management

Interns shall be responsible for media relations and management of their organization's press contacts, and training other (newer) members to do so. This includes (but is not limited to):

- (a) maintaining a comprehensive press list;
- (b) writing press advisories and press releases for each event for which media coverage is desired; and
- (c) corresponding and maintaining relationships with specific reporters.

### **Application Process**

Interested applicants will provide a letter of application that describes your student organization, its goals for the semester in terms of structure, membership growth, and member activism. It should describe how the internship will support those goals. It should further describe how student activism will strengthen the Rutgers One alliance.

Please submit your application to the Rutgers AAUP-AFT office by October 2, 2017 for consideration for the spring semester internships. Emailed and faxed applications are acceptable or just stop by the office to drop off. You may also send by campus or regular mail. A selection committee will then review the applications and announce the appointments.

Rutgers AAUP-AFT  
11 Stone Street  
New Brunswick, NJ 08901

Phone: (732) 964-1000

Fax: (732) 964-1032

Email: [aaup@rutgersaaup.org](mailto:aaup@rutgersaaup.org)