

## SEI Impact Internship Program - Call for 2014 Student Applications

### Introduction

The Social Economy Initiative (SEI) is an important vehicle through which McGill University's Desautels Faculty of Management integrates social entrepreneurship and social innovation into its teaching, research and outreach activities. The SEI is an undertaking of the Marcel Desautels Institute for Integrated Management (MDIIM). The Institute's mandate is to foster an integrated approach to management.

The goals of the SEI are threefold:

- **Teaching:** to prepare a dynamic workforce to lead and serve organizations within the social economy by providing a world-class education.
- **Research:** to conduct leading-edge research into the social economy for the purpose of actionable knowledge.
- **Outreach:** to provide catalyzing experiential learning opportunities outside the classroom for our students by engaging with individuals and organizations active in the social economy.

### *What is an Impact Internship?*

A high-quality internship is a carefully monitored work or service experience in which a student has intentional learning goals and reflects actively on what she or he is learning throughout the experience. Internships promote academic, career and/or personal development and are a proven way for students to gain relevant knowledge, skills and experience while establishing important connections their field of interest. They also greatly increase the chances that a student will gain full-time employment after graduation. An "Impact Internship" does all of the aforementioned, with one notable exception: **the work contributes to social impact and positive social change.**

### *About the SEI Impact Internship Program*

The SEI Impact Internship Program (SEI IIP) is a high-quality, carefully monitored internship program in which a group of exceptional students are selected through a competitive process to apply what they have learned in the classroom to professional settings and projects within the social economy. **Students are expected to take on meaningful and challenging tasks throughout their internship.** Their mandate should utilize skills and knowledge developed during their studies and is not intended to be clerical in nature.

The **objectives** of the Impact Internship Program are to:

- Help students gain relevant knowledge, skills and experience while establishing important connections within their field of interest;
- Enhance the capacity of our partner organizations to deliver on their respective missions, thereby increasing their social impact;
- Provide paid internships to students, thereby diminishing the risk of forfeiting an opportunity to work in the social economy as a result of financial pressure(s); and
- Forge new relationships and deepen existing ties between Desautels/McGill and the community

Questions about the program? Contact the MDIIM Project Coordinator at [ariane.guay-jadah@mcgill.ca](mailto:ariane.guay-jadah@mcgill.ca).

In 2013, its pilot year, the SEI IIP supported 12 internships with 10 organizations in Montreal and Toronto. There was enthusiastic demand from both students and social economy organizations to maintain and grow this program.

- 100% of interns reported a meaningful experiential learning opportunity and would highly recommend the program to other students.
- 100% of organizations were satisfied with intern performance and say they would renew participation.
- Previous partner organizations: Solidarité Saint-Henri, Équipe mobile en alimentation, La Gaillarde (Regroupement économique et social du Sud-Ouest [RESO] organizations), The J. W. McConnell Family Foundation, The Jeanne Sauvé Foundation, The SWAP Team, Artistri Sud, Centre for Social Innovation (CSI), Decode Global and Made in Montreal.

### 2014 SEI IIP Overview

- 6-12 full-time Impact Internships opportunities depending on interest and funding
- 10-week internship commitment (35h/week), to be completed between May 1 and August 29, 2014 (dates to be agreed upon by the Impact Intern and partner organization).
- Student award value of \$5,000 (paid in two installments; upon submission of mid-internship evaluations and reflection papers, respectively)

### Eligibility

- McGill BCom students
- Minimum 2.7 CGPA
- Have completed MGPO 434 071 (*Introduction to Social Entrepreneurship and Social Innovation*) **or** can demonstrate a commitment to the social economy (as articulated in the cover letter, i.e. volunteer work, social sector research, etc.)

### Application Package

1. Submit a cover letter
2. Submit a letter of recommendation
3. Submit a completed application form
4. Submit an academic transcript
5. Submit a CV

*In your cover letter, please explain why you're interested in becoming an Impact Intern and why you think the internship would align with your future career plans and aspirations. Please also mention any relevant skills, interests and/ or prior experience.*

*Letters of recommendation should come from either a professional or an academic source. An ideal letter-writer will have supervised or worked with you closely on relevant projects and will have some knowledge or experience about the social sector.*

*Unofficial academic transcripts will be accepted.*

Questions about the program? Contact the MDIIM Project Coordinator at [ariane.guay-jadah@mcgill.ca](mailto:ariane.guay-jadah@mcgill.ca).

## Selection Process

1. During the student application period, candidates will complete and send in their applications by **March 2, 2014**. *Please note that this is a competitive internship program. Thus, not all applicants will be offered an Impact Internship.*
2. The SEI IIP selection committee will meet to review all application packages and determine which candidates advance to the partner ranking stage. All successful applicants will be notified by e-mail on **March 14, 2014**.
3. Candidates who make it to the second round will be asked to rank their potential organizational mandates.
4. The SEI will conduct a preliminary matching process for each student-organization pairing. Candidates who make it to this stage will not necessarily be offered an internship offer.
5. The partner organization will be invited to interview their matched student and approve/decline his or her candidacy.
6. If, after the interview, the partner organization wishes to decline the student's candidacy, another student will be matched and the process repeated until a match is approved or until no eligible students remain.
7. We anticipate that all candidates will receive their answer (internship confirmation or declination) and that most Impact Interns will have their placements and work dates confirmed by early April.

## Timeline

- Deadline to submit application package (as a single electronic submission in PDF format to [mdiim.mgmt@mcgill.ca](mailto:mdiim.mgmt@mcgill.ca): **Sunday, March 2 at 11:59pm**. No exceptions.
- Selection Committee meeting: March 2014.
- Successful applicants will be notified: **March 14**.
- Interviews and recruitment with partner organizations will take place at their discretion from mid-March to early April 2014.
- Successful applicants will be offered an Impact Internship by early April.

**2014 SEI IMPACT INTERNSHIP PROGRAM – APPLICATION FORM****Application Deadline: Sunday, March 2 at 11:59pm**

Name: \_\_\_\_\_ McGill ID: \_\_\_\_\_

Email: \_\_\_\_\_@mail.mcgill.ca Phone number: \_\_\_\_\_

Program &amp; Year of Study: \_\_\_\_\_ CGPA: \_\_\_\_\_ /4.00

**Application Checklist:** Send the following documents as a single electronic submission in PDF format to [mdiim.mgmt@mcgill.ca](mailto:mdiim.mgmt@mcgill.ca)

- ✓ Application form
- ✓ Cover letter
- ✓ Letter of recommendation
- ✓ Academic transcript
- ✓ CV

**Commitments & Responsibilities of Impact Interns**

- Award recipients are expected to prepare for their internship. This includes familiarizing oneself with the SEI Impact Internship Handbook and mandatory attendance to the Preparatory Session offered by the SEI in partnership with the Soutar Career Center (date & time TBD).
- Award recipients are expected to submit a mid-internship evaluation by the end of week 5 and a Reflection Paper by 12pm on August 29, 2014 (750-1000 words). Details will be discussed at the Preparatory Session.
- Award recipients are expected to submit a letter of thanks (by 12pm on August 29, 2014) addressed to the donors who provided funding for the Impact Internship Program and attend a reception with said donors (date & time TBD)
- Award recipients are expected to be flexible – within reason – vis-à-vis the duties and deliverables of the internship, depending on the needs of the partner organization. This will be discussed at the Preparatory Session.
- Award recipients are expected to participate in a mandatory exit interview post-internship, debrief meeting and reception in Fall 2014 (date and time TBD). *Graduating students are excluded from the debrief meeting and reception.*
- Award recipients will be obligated to return the award if they have falsified any information in their application package or if they do not satisfactorily complete the internship.

*Declaration: I hereby declare that the information contained on this application form is accurate and true. I understand my commitments and responsibilities as an award recipient. I give permission for my application package to be distributed by the SEI to the SEI IIP selection committee, as well as the partner organizations, for the purpose of review and selection.*

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_Questions about the program? Contact the MDIIM Project Coordinator at [ariane.guay-jadah@mcgill.ca](mailto:ariane.guay-jadah@mcgill.ca).