

**Catholic Campaign for Human Development
Internship Program
Application Form
2017-18 Internships**

*In addition to this **application**, please include a **resume** highlighting your educational and occupational experience, as well as any community/volunteer activities in which you have been involved. Be sure to include any experience you may have that is related to the promotion of social justice.*

Section I: Biographical Information

Name: _____
 (First) (Middle Initial) (Last)

Present Address			Permanent Address		
Address:			Address:		
City:	State:	ZIP:	City:	State:	ZIP:
Cell or other Phone:			Permanent Phone:		
Valid until:			E-mail:		

Current Parish:	(Arch)diocese:
Current University or Place of Employment:	
Major or Job Title:	
Level of education that will be completed as of May 2017: HS grad ____ College (1 st yr.) ____ (2 nd yr.) ____ (3 rd yr.) ____ (4 th yr.) ____ Master's level (1 st year) ____ Master's level (2 nd year) ____	

How did you hear about this internship?

Section II. Skills/Interests

A. What type of work would you be most interested in doing during your internship?

B. In what location(s) are you applying for a CCHD internship?*(Number in order of preference.)

_____ Diocesan CCHD office in your local area - please specify city/state: _____

_____ Other diocesan CCHD office - please specify: _____

_____ CCHD office at United States Conference of Catholic Bishops (USCCB) in Washington, D.C.

_____ Association of Catholic Colleges and Universities (ACCU) in Washington, D.C.

*Note: **Not all dioceses apply for internship funding each year.** The dioceses that are accepting interns this year are listed in the chart at <http://www.usccb.org/issues-and-action/get-involved/internships/cchd-internships.cfm>. **Please apply *only* to those dioceses listed on the chart.** Please follow the instructions at the end of this application to send your application *directly* to the dioceses at which you wish to intern.

C. Are you a practicing Catholic? Yes No

D. Please indicate the **time period(s)** when you are available to intern by **numbering** the time periods you are available in order of preference, 1 being the first preference:

_____ Summer (end of May-beginning of Aug) _____ Fall semester (Aug-Dec)

_____ School year (Aug-May) _____ Other _____

E. Please list computer skills below. Include your level of knowledge of specific programs.

F. List below your abilities to communicate in any languages other than English.

Language	Understanding (weak, good, fluent)	Speaking (weak, good, fluent)	Reading (weak, good, fluent)	Writing (weak, good, fluent)

G. All 2017-18 interns will be *required* to attend an all-expenses-paid orientation in Washington, DC on Wed., May 31 to Fri, June 2, 2017.

Are you available to attend the orientation? Yes No

Section III: Motivations/Expectations

A. What draws you to the CCHD internship program? What do you hope to gain from an internship with CCHD?

B. What talents and abilities would you bring to the CCHD internship program?

C. What impact should our faith have on the world around us? What difference does your faith make to your work and perspectives around poverty?

D. Describe your knowledge/understanding of Catholic social teaching.

E. Pope Francis stated: “Accompanying on its own is not enough. It is not enough to offer someone a sandwich unless it is accompanied by the possibility of learning how to stand on one’s own two feet. Charity that leaves the poor person as he is, is not sufficient. True mercy, the mercy God gives to us and teaches us, demands justice, it demands that the poor find the way to be poor no longer. It asks — and it asks us, the Church, us, the City of Rome, it asks the institutions — to ensure that no one ever again stand in need of a soup-kitchen, of makeshift-lodgings, of a service of legal assistance in order to have his legitimate right recognized to live and to work, to be fully a person” (9/10/13).

What is Pope Francis saying? How are you responding to this challenge in your own life?

F. Describe any instances through which you have been exposed to poverty in the United States first-hand, either as part of your own life or in your experiences with others. How did such experiences help shape your perspective about poverty in the United States?

G. What else do you feel we should know about you?

H. Income

CCHD has a particular interest in helping low-income Catholics to participate in a practical learning experience that ordinarily would be out of their reach due to financial limitations. Please use the *2016 federal poverty guidelines* at <https://aspe.hhs.gov/computations-2016-poverty-guidelines> to answer the following questions. CCHD defines as “low-income” families who earn up to *twice* the federal poverty level. For example, using this formula:

- A family of four that earns under \$48,600 annually would be considered low-income.
- A self-supporting individual with no dependents who earns under \$23,760 annually would be considered low-income.

Please answer question 1 and *either* question a or b:

1. Can someone else claim you as a Dependent on his or her federal income tax return?

_____ Yes _____ No

a. If yes, is that person “low-income”?

_____ Yes _____ No

b. If no, are *you* “low-income”?

_____ Yes _____ No

Explanation (optional):

Section IV: References

Please list three people who know you well and are able to judge your general character, motivation and qualifications for becoming a CCHD intern. Include employers, educators, a minister or a religious, co-workers and friends. **Do not include relatives.**

Name:		Relationship:	
Address:			
City:	State:	ZIP:	
Telephone:	E-mail:		

Name:		Relationship:	
Address:			
City:	State:	ZIP:	
Telephone:	E-mail:		

Name:		Relationship:	
Address:			
City:	State:	ZIP:	
Telephone:	E-mail:		

I certify that the information I have provided in this application is accurate to the best of my knowledge.

_____ signature of applicant

_____ date

<p><i>Send your Application and Resume to:</i></p> <ol style="list-style-type: none"> 1) If you are applying to intern in a diocesan office, send materials to the diocesan CCHD office(s) where you would like to intern. Find diocesan CCHD office contact info at this link. Please note that if you are applying at multiple offices, you must send your materials to each office separately. 2) If you are applying for the USCCB internship in Washington, DC, send materials to jrauh@usccb.org. 3) If you are applying for the ACCU internship in Washington, DC, send materials to abradley@accunet.org.
