Thank you very much for your interest in the Career and Community Engagement Center Community Fellow Program. This program is only possible in large part to a grant from the Donald and Virginia Sherwood Internship Endowment at Whitman College.

The Community Fellow (CF) Program allows public or nonprofit organizations to apply for the opportunity to create a community involved, unpaid fellowship that address social, economic, or cultural issues of the Walla Walla Valley region. 2nd, 3rd and 4th year Whitman students then apply to selected fellowships and become a ‘fellow’ of that organization.

**Fellowship Requirements**

Fellows are paid by Whitman College and expected to work 6-10 hours per week for a total of 160-180 hours for the academic year. Fellowships created by organizations must be for an academic year (*late September 2022-May 2023*). Fellowships must offer professional development and growth through training, onboarding, and evaluation. Fellowships created for consideration must be open to all students and not be discriminative based on race, color, religion, gender, sexuality, national origin, disability, or age. Whitman College does not sign internship affiliation agreements for this program.

**Organization Eligibility**

To be approved for the program, organizations must be public agencies or nonprofit organizations (preference given to 501(c) nonprofits) and must be based in the Walla Walla Valley region. No religious congregations, partisan-affiliated organizations, or for-profit organizations are eligible for this program. Organizations that have been funded for the last two consecutive years (2020-21 and 2021-22) are not eligible for this application cycle.

**Requirements for Selected Organizations**

Organizations selected to be a Community Fellow Partner (CF Partner) must have a representative available to attend:

1. an **Orientation** meeting to learn additional information about the program and final instructions about writing fellowship descriptions
2. a **Fellows Fair** information session to promote in these fellowships to interested students
3. an official **Fellows Launch** event for CF Partners and their Student Fellows to kick off the program

Dates for these meetings and events will be shared with selected organizations. CF partners will interview applicants and then select their top candidates of choice for Fellows. The Career and Community Engagement Center will not participate in the initial interview and selection process but presides over final placement of the fellow.

**Application Details**

The application is now available online using Google Forms. Click the button below to access the application. The deadline for application submission is Friday, July 22, 2022 by end of day. Selected organizations will be notified by Monday, August 1, 2022. Questions and/or alternative application requests may be emailed to the Center at ccec_info@whitman.edu. Proposals are evaluated based on these following aspects:

- Fellow’s capacity to make a meaningful and lasting contribution to the organization
- Project’s potential to collaborate with and make an impact in the larger Walla Walla Valley community
- Ability to carry out project under current public health directives
- Role of the supervisor/mentor
- Professional and material support given to the Fellow during the year
- Professional environment in which the Fellow will be working

[Access Application Here](#)
Name of Your Organization:

Mission of Organization:

Supervisor’s Name, Title, Email and Phone Number:

Proposed Hours of Work/Days of Week:

1. What is an overview of the fellowship? Please list the Fellow’s duties/responsibilities and indicate how the 6-10 hours per week (about 160-180 hours total for the academic year) will be used throughout the course of the project.

2. Please provide a rough timeline for the project throughout the year. We understand different factors may impact the actual progression of the work. Note: fellows may not be available during school breaks: Thanksgiving Break (November 21-25); Winter Break (December 19-January 13); Spring Break (March 13–24)

3. How will the fellow interact and collaborate with the larger Walla Walla Valley community to carry this work forward?

4. The Community Fellow Program is designed for our 2nd, 3rd, and 4th year students to work alongside local nonprofits to address some of the area’s social, economic, and cultural challenges. How do you see the fellowship contributing to the Walla Walla Valley and addressing areas of concern?

5. How does the project contribute to your organization’s mission and work?

6. What are the learning outcomes and goals identified for the fellow?

7. Fellowships are required to include training/onboarding expectations, evaluations of the fellow through weekly check-ins and/or monthly staff meetings, and a timeline of how the fellow will be working in proximity of the supervisor. Describe how the fellowship will meet these requirements?

8. Explain how your organization can support the intellectual and professional interests of a fellow for one academic year.

9. As we work to increase accessibility and mitigate unexpected changes in public health, can you provide details for a remote work plan?

10. Do you foresee any obstacles that may prevent the project from moving forward? Is there an alternate plan should that occur?

11. Is there any additional information you think we need to know about your work/project?