



University of Utah Prison Education Project Internship Positions

Overview:

The University of Utah Prison Education Project (UPEP) is a multidisciplinary collaborative effort providing on-site college curriculum and programming to students incarcerated in Draper and Timpanogos prisons. UPEP will begin offering onsite courses affiliated with the University of Utah in Fall 2017. Our mission is to provide a quality, sustained, and meaningful pathway to higher education for individuals incarcerated in Utah state prisons. Through embodying the mission of the University of Utah, the project aims to assist incarcerated students and non-incarcerated volunteers to live lives of impact, inside and outside of prison, and upon release.

We are seeking a select group of highly motivated, dependable, and committed applicants who are invested in issues of educational equity and justice. Student interns will be working both directly and indirectly with currently and formerly incarcerated people and communities; therefore, all applicants must not hold any ill feelings or biases towards people with incarceration histories. Applicants who have been impacted by imprisonment, detention, or systemic punishment of any kind are strongly encouraged to apply, as are those with experience working in and with correctional facilities.

Internship Positions:

UPEP is seeking undergraduate interns who may fill the following positions during the 2017 Fall semester:

- **Marketing:** The marketing intern will consistently manage all social media platforms and help coordinate periodic updates to the website. Responsibilities may include coordinating and making presentations about UPEP and higher education in prison on campus and in the community, participating in community outreach and connection events, assisting with brochure development and marketing materials, assisting with strategic communication, and awareness of national college-in-prison program.
- **Administrative:** The administrative intern will assist the Project Director in day-to-day management. Responsibilities may include attending meetings representing UPEP on and off campus, assisting in the continued development of relationships with UDOC, SLCC, and other partners, manage UPEP email account, coordinate the collection of donations, general record keeping, and other duties as assigned.
- **Resource Room Attendant:** The resource room intern will work inside the prison at least one day per week as a general academic tutor working with incarcerated students. Responsibilities may include ensuring resource room is stocked with needed supplies, helping incarcerated students with library requests, answering general academic questions about college, and assisting with research and writing assignments.



Minimum Qualifications:

The following are minimum qualifications:

- Current undergraduate student at the University of Utah with good academic standing.
- Commit to approximately 10 hours of work per week for one semester. Students must be able to commit to an entire semester of work.
- Participate in an all-day orientation prior to the start of Fall semester on Saturday, August 19, 2017. Participate in any necessary education and/or meetings during the semester.
- For positions requiring work inside the Draper Prisons, applicants will need to attend a 1.5 hour orientation hosted by the Utah Department of Corrections and meet several requirements outlined by the Utah Department of Corrections.

All current internships are unpaid. However, we encourage undergraduate students to seek academic credit for their internship, though this is not required.

Want to apply?

Select applicants will be interviewed August 1-4, 2017. Application materials should be submitted as soon as possible. Send a cover letter and resume via email to:

Dr. Erin L. Castro
Director & Co-Founder, UPEP
erin.castro@utah.edu

In the cover letter, please indicate the following

- Why do you want to work with UPEP?
- Which areas you are interested in working and what applicable skills, knowledge, and/or dispositions do you bring?
- What do you seek to learn as part of your internship with UPEP?

Any questions about the internships, the hiring process, or UPEP can be directed to:
utahpep@gmail.com.

Want to participate but don't need an internship?

We are looking to connect with interested and experienced faculty, staff, and community members who would like to join the Project. Please connect with us at:

Email: utahpep@gmail.com

Facebook: @utahpep

Twitter: @Utah_PrisonEd

*We are also seeking graduate student interns.

