



**Praxis: The Liberal Arts at Work
Smith College's Summer Internship Funding Program
Facts for Host Organizations**

Smith College's summer internship funding program, "Praxis: The Liberal Arts at Work" pays stipends to Smith students who work at qualified, unpaid summer internships related to their career and/or academic interests.

The Praxis summer internship funding program is mutually beneficial - to the employer who gets an extra pair of helping hands and to the Smith student who gains experience and insight into a career field.

Smith students with qualified, unpaid summer internships receive stipends of \$2,000 from Smith to help them with internship-related expenses.

If you would like to hire a student summer intern funded by Smith College, please notify the student no later than May 1, 2009 that you are accepting her application for an internship with your organization. Please forward her an e-mail or letter by that date confirming your offer and describing what she will be doing and how she will be supervised.

Since the beginning of the program, supervisors have been highly impressed with the caliber of their Smith student interns, praising them for their competence, motivation, flexibility and adaptability, and for their skills in such areas as communication, writing, researching, analyzing, problem-solving, presentation and computer knowledge.

To qualify for a Praxis stipend, a Smith student must be accepted to an internship that:

- lasts a minimum of 220 hours,
- offers her work assignments that are needed by the workplace *and* that help her meet her learning objectives,
- allows her significant career exploration and learning opportunities,
- is supervised by a permanent, paid staff member with relevant expertise, and who meets face-to-face with the intern a minimum of once a week,
- takes place at the work site (students may not work remotely from home or from other off-site locations).

Our students understand and expect to do clerical work (as, in fact, *all* staff do) ***in combination*** with more substantive, career-specific assignments, with the balance of their time being on the latter.

Please note that Smith students may only receive Praxis funding at work sites where summer interns are not normally paid. If you have other summer interns who are paid in your department, division or unit, this student would not be eligible for a stipend from the Praxis program.

If you have any questions about Smith College's Praxis summer internship funding, please call the Career Development Office at (413) 585-2582, or email praxis@smith.edu.