

Native American Scholars Initiative (NASI) Internship

The **Native American Scholars Initiative (NASI) Undergraduate Summer Internship** provides an opportunity for talented undergraduates to conduct research, explore career opportunities in archives and special collections, and learn about advanced training in Native American and Indigenous Studies and related fields. This **eight-week paid internship program** at the **American Philosophical Society Library** in Philadelphia prepares students for graduate school, or a career in education or libraries through mentoring, networking, and hands-on research experience. The APS Library has rich and varied collections related to more than 650 different Indigenous cultures throughout the Americas. Working with mentors, interns will develop their own archives-based projects or pursue research projects identified by the Indigenous communities with which the **Center for Native American and Indigenous Research (CNAIR)** interacts and collaborates. Three NASI Undergraduate Summer Interns will be part of the intellectual community at the APS that includes Native American fellows and staff.

The 2019 NASI Summer Internship will take place between June and August 2019. During this time students will work at the APS Library and may also have the opportunity to travel to Native communities to share their work. Interns will receive a stipend ranging between \$3000 and \$3500 (depending on housing costs). Several college campuses in Philadelphia offer summer housing for interns; the APS will work with NASI interns to arrange housing and facilitate payment pending availability. Additionally, the internship includes a travel allowance.

The Native American Scholars Initiative (NASI) is funded by a grant from the Andrew W. Mellon Foundation. NASI supports research in the field of Native American and Indigenous Studies and related fields by undergraduates, Native American scholars, Tribal College faculty members, and researchers who work closely with archives and Native communities.

The Center for Native American and Indigenous Research at the American Philosophical Society Library focuses on helping Indigenous communities and scholars to discover and utilize the APS collection in innovative ways. For more information, please visit <https://www.amphilsoc.org/library/CNAIR> <https://www.amphilsoc.org/library/CNAIR>

Eligibility: The NASI Undergraduate Summer Internship is open to students enrolled at higher education institutions, including those who will graduate in 2019. Applicants may be U.S. citizens and residents of the United States or American citizens resident abroad. Foreign nationals not affiliated with U.S. institutions are also eligible to apply.

Applicants will submit these materials via Interfolio (<https://apply.interfolio.com/56020>) by **February 15, 2019:**

- summary of academic background (250 words)
- statement of interest in internship (250 words)
- resume or curriculum vitae
- statement of involvement with a Native American community or in Native American and Indigenous issues (250 words)
- two letters of reference

Decisions will be announced by March 30, 2019.

Questions about the NASI internship program should be directed to libfellows@amphilsoc.org or 215-440-3400

APS NASI Internship Application FAQ

Q. Who is eligible to apply?

A. The NASI Undergraduate internship is open to students enrolled at institutions of higher education, including graduating seniors. The internship is open to students of all majors and backgrounds, though some preference will be given to those who have prior experience working with Native American and Indigenous communities.

Applicants may be residents of the United States (either American citizens or foreign nationals or permanent residents affiliated with a U.S. institution) or American citizens abroad. Foreign nationals not affiliated with a U.S. institution are eligible to apply for projects to be carried out in the United States. The APS Library does not participate in visa and other exchange programs, visas must be obtained through other means.

Q. When does the internship take place?

A. The APS's Andrew W. Mellon Foundation Native American Scholars Initiative Undergraduate Internship is held for 8-weeks between June and August, in the period between the conclusion and start of most academic calendars. Successful applicants will receive details about internship start and end dates, as well as additional details about housing and the internship program, at the time of notification. Q. How do I submit my application? Can I mail it?

A. Application materials may be submitted online via the portal in Interfolio:
<https://apply.interfolio.com/56020>

Applicants who wish to mail their materials or letters of reference may send them to the address below. All materials must be **received** on or before the application deadline.

Adrianna Link, Head of Scholarly Programs
American Philosophical Society Library
105 South 5th Street
Philadelphia, PA 19106

Q. What materials should I prepare?

A. Interested applicants should prepare the following materials:

- A resume or curriculum vitae.

This document should outline your education (such as your major, course work, senior project), work experience, and other skills or educational experience.

- Two letters of reference.

Letters of reference are required for the application. There are no restrictions on who may write letters for you, but we encourage applicants to choose letter writers who are best able to speak to their skills and experience. For example, this might be a professor or a teaching assistant, but could also be a project director or a community where you are a member/citizen or with whom you've worked.

- A single document containing three short essays addressing each of the following topics (250 words each): 1) summary of academic background; 2) a statement of interest in the internship; 3) a statement of involvement with a Native American community or Native American and Indigenous issues

This is the most important part of the applications since it is where you can provide more detail about your experiences and interest in the internship. For the first essay, your summary of academic background might include details about your institution, your major of study, relevant courses you took, and any other information related to your education. The second essay on your statement of interest should make clear why you want to undertake the NASI internship at the American Philosophical Society Library. Here you might talk about your career goals, a research project you'd like to pursue at the APS, or other details that demonstrate why you should be selected for the internship. Finally, the third essay should address at greater length any work or projects done in collaboration with Native American and Indigenous communities or how you have engaged with issues pertaining to Native American and Indigenous communities at the time of submitting your application.

Q. How do I submit my letters of recommendation?

A. As soon as you fill in the contact information for your letter writers in Interfolio, the system will send a message to them containing instructions on how to submit a letter on your behalf. You may want to fill in this section before completing the rest of the application in order to give your letter writers ample time to compose and submit their letters.

Q. Must I wait until the letters have been received before submitting my application?

A. No, you may submit the application as soon as you are finished with it.

Q. How do I know if my application has been received?

After you have uploaded your materials, please **be sure to click the submit button** in the application in Interfolio. You will receive an automatic email confirming your submission.

If you do not receive an automatic message but have submitted your application, please check your spam folder, as sometimes email providers identify automatic replies as spam and redirect the message accordingly. If you do not find confirmation in your spam folder and are uncertain as to the status of your application materials, please contact the Interfolio support team at help@interfolio.com or (877) 997-8807. Q. What do I do if I have trouble with Interfolio?

Those experiencing trouble with Interfolio are encouraged to contact the Interfolio support staff directly at help@interfolio.com or (877) 997-8807. Answers to some common questions may be found at <https://www.interfolio.com/talk-to-us/>.

All other questions and concerns may be directed to Adrianna Link, Head of Scholarly Programs at libfellows@amphilsoc.org or 215-440-3415.

Good luck!