

2016 Mindich Summer Service Fellows with CPIC: Student and Organization Expectations

Pre-Program Requirements:

- Students will attend CPIC's summer pre-departure orientation session on May 1, 2016 from 1pm to 3:30pm at the Student Organization Center at Hilles Library
- Students will complete a pre-program survey prior to June 1, 2016
- Students will register to be matched with mentors from Harvard's alumni/ae network who are living in the summer host city

Program Requirements:

- Students must commit to work from June 6 to August 12, 2016 (unless otherwise specified)
- Students must adhere to their host organization's professional expectations; if there are questions or concerns from either party, please notify CPIC staff immediately
- Students will work 40 hours per week, Monday through Friday (unless otherwise specified)
- Students will attend three CPIC cohort reflection sessions on the following Tuesday evenings, starting at 7pm:

Date	Session
June 7	Kickoff session: goal setting and building relationships (mentors will be invited to this session)
July 5	Discussion: understanding community dynamics
August 2	Closing session: discussion of future academic and professional goals (mentors will be invited to this session)

- Students are expected to participate in weekly online discussions, facilitated by CPIC staff – discussions will complement and supplement the cohort reflection sessions
- Organizations will arrange check-in meetings between supervisors and students at least once per week during the summer

Post-Program Requirements:

- Students will complete a post-program survey and submit a 250-500 word reflection paper about their summer experience by August 31, 2016
- Organizations will complete a student evaluation by August 31, 2016
- Students will attend a summer of service celebration on campus in early September 2016

If participating organizations or students have any questions or concerns, please contact Travis Lovett, CPIC Director, at lovett@fas.harvard.edu.