



Kravis Leadership Institute
Claremont McKenna College
850 Columbia Avenue, Claremont, CA 91711-6420
(909) 621-8743 Fax (909) 607-5252

de Roulet Conference Fellowship Application

Academic Year 2008/09

The Kravis-de Roulet Internship is a **full academic year internship** with the primary responsibility of assisting with the coordination of the annual Kravis-de Roulet Leadership Conference and editing the monograph publication series resulting from the conference proceedings. The conference brings academicians and practitioners of leadership to the CMC campus each year to present current research committed to leadership. Applicants must possess strong computing skills, excellent writing and editing skills, and have previous experience in project management under minimum supervision. This internship is valuable to anyone going into a professional career or a graduate program.

This internship is open to CMC students from all majors. The internship will require approximately 10 hours of work per week from mid-September through mid-May. A taxable stipend of \$2,500 will be paid to the selected student(s).

Duties of this intern (with additional duties as directed)

Assist with conference publicity • Assist with registration process and speaker coordination • Act as speaker liaison at conference
Assist with editing and preparation of conference monograph • Contribute newsletter articles highlighting conference

Name _____

Home Address _____

Campus Phone _____ E-mail _____

Current Class (circle one) Fr. Soph. Jr. Sr. Major Field of Study _____

College Advisor _____ When will you graduate? spring (yr) _____ fall (yr) _____

Area of Special Interest _____

Special Skills/Experience _____

Please provide two letters of recommendation from CMC faculty or other supervisors for whom you have worked recently, and a statement describing your reasons for pursuing this internship. Include information about your personal interests and skills, and anything that could be of interest to the Institute. For more information about this position, see professors Riggio and Murphy.

DEADLINE FOR APPLICATION IS FRIDAY, APRIL 4, 2008

Submit application materials to Nancy Flores, Seaman Hall 104