ASIAN STUDIES CENTER

Global Leadership Network Internship: Filipino-American Association of Pittsburgh

**Deadline: January 13, 2022**

The Asian Studies Center is offering an internship opportunity, designed for a full-time Pitt undergraduate student interested in working with the Filipino-American Association of Pittsburgh (FAAP).

About the Filipino-American Association of Pittsburgh:

The Filipino American Association of Pittsburgh was founded in 1956 to preserve, promote and perpetuate the Filipino heritage among our members and the communities through cultural, charitable, and educational activities. We envision a dynamic and vibrant Filipino American community that is recognized and valued as an integral part of America’s ethnic diversity.

FAAP’s notable initiatives include:

* Created a physical “home” in Pittsburgh in 2017 by purchasing a building in West Mifflin that was transformed into the Philippine Center.
* Spearheaded the design and construction of the Philippine Nationality Room (PNR) in the Cathedral of Learning at the University of Pittsburgh.
* Providing in-language support for new and existing immigrants; and increasing awareness of rights and access to government services allowing them to thrive in the communities.
* Forming the Young Filipino Americans of Pittsburgh, composed of young students and focusing on learning about the Filipino culture, developing leadership skills, etc.
* Hosting the Philippine Consulate General of New York every two years to provide consular services for Filipino Americans in the Greater Pittsburgh region.
* Establishing the Calamity Fund, which allows for a quick financial response to those impacted by disaster events like earthquakes and typhoons in the Philippines.
* Partnering with other ethnic groups in the greater Pittsburgh region to celebrate diversity and inclusion by hosting the annual Multicultural event.  The event features music, dance, and live performance arts from various cultural backgrounds.
* Hosting food festivals and events to increase cultural awareness and competency within the West Mifflin community and Allegheny County: and
* Encouraging civic engagement by advocating for Census 2020 participation, registering citizens to vote, and ensuring state and local government officials in office hear diverse voices.

FAAP is working in conjunction with the Asian Studies Center, University Center for International Studies at the University of Pittsburgh to offer a 3-credit, internship for undergraduate students enrolled in the Asian Studies Center during Spring/Summer session. The purpose of this internship is to involve a ASC certificate student(s) in an organization that works in with the Filipino community in Southwestern Pennsylvania.

Interns at the Filipino-American Association of Pittsburgh will be expected to work in collaboration with the organizational board to:

* Create and implement effective social media strategies
* Help to plan and implement FAAP events, including but not limited to cultural festivals, workshops, and restaurant pop-ups.
* Support and participate in the FAAP educational activities
* Research potential partnerships for the FAAP
* Help identify potential grant fund opportunities and draft grant applications

**Students will be expected to enroll in the Global Leadership Internship 1 credit course in Spring semester.**

**Required & Desired Skills**

* Students in good academic standing (3.0 Minimum GPA), available for the entirety of the internship period during the Academic Term.
* Proficiency in communication, organizational, and analytical skills.
* Experience in Microsoft Office Suite software programs, Google Docs, Google Suite, and the use of social media.
* Multitask in a fast-paced, team environment under direct supervision but also thrive as a self-starter.
* **Preference** enrolled in an Asian Studies Certificate

**Application Instructions and deadlines**

Qualified applicants will submit:

* Letter of intent: a well-composed statement of academic intent addressing why you feel that you would be an appropriate participant in this opportunity
* Resume
* Unofficial transcript (it can be obtained from People Soft)

NOTE: The student or students selected will set up an appointment with the ASC Academic Advisor to obtain the course number, and work on a plan of action for the schedule and structure of the internship.

To apply, please submit application materials to Emily Rook-Koepsel at [rookkoepsel@pitt.edu](mailto:rookkoepsel@pitt.edu) by **Friday January 13, 2023**