

Harvard Club of Dallas
Urschel Fellowship Community Service Internship Opportunities
Summer 2021

The Harvard Club of Dallas has worked with leading Dallas Community Service organizations to develop Internship Opportunities, made available to Harvard Undergraduate Students for the summer of 2021. The Internship will last 10 weeks, with start dates to be agreed between the intern and the organization.

The Harvard Club of Dallas is currently able to offer one Fellowship in the amount of \$4,000, which will be awarded to the top applicant. In the event that an applicant is not selected for the Urschel Fellowship, they have the option to apply for other funding sources available from Harvard University, or volunteer without a fellowship at the organization. Applicants not selected for the Harvard Club of Dallas Urschel Fellowship will be notified as soon as possible, so that they can locate alternate sources of funding, or determine if they are willing to volunteer at the non-profit as an unpaid summer intern to gain invaluable work experience.

After the Urschel Fellowship has been awarded, interested students will be put in direct contact with the listed organizations if they desire to volunteer unpaid without the support of the Urschel Fellowship. Detailed job description follows. Please direct any question about the Harvard Club of Dallas Summer Internship Program to Brian Buffington-VP Philanthropy, Harvard Club of Dallas, at bbuffington@ymail.com.

Organization Name: Refugee Services of Texas

Organization Address: 12035 Shiloh Road, Suite 320, Dallas TX 75228

Name and E-Mail of Primary Contact for Application: Kaitlin Roberson, DFW Development Associate, kroberson@rstx.org

Organization Mission: Guided by the principles of human compassion and dignity, Refugee Services of Texas (RST) welcomes refugees, immigrants and other displaced peoples and supports them in integrating and thriving in their new communities. As the largest refugee resettlement agency in Texas, RST serves refugees, asylees, individuals with Special Immigrant Visas, Cuban-Haitian entrants, Central American minors, survivors of human trafficking, and other vulnerable populations. In addition, RST works to facilitate partnerships with host communities to build a welcoming environment.

Internship Objectives:

- Event planning and execution of virtual programming for World Refugee Day—June 20th
- Attend Dallas Advisory Council meetings and development team meetings
- Assist with promoting events across social media platforms including the summer book club
- Help identify and connect with community sponsors for North Texas Giving Day
- Secure raffle prizes for North Texas Giving Day
- Creative input in communication pieces to donors, supporters, and volunteers, such as the North Texas Giving Day peer-to-peer fundraising toolkits, Dallas newsletter to supporters and donor thank you communication

Brief Description of Project Intern Will Work On: RST is positioned at the forefront of the United States' resettlement of displaced persons, and while faced with an unprecedented decrease in the number of refugees entering the country, the need for advocacy, education, and fundraising has never been greater. Engaging and generating excitement and actionable support around RST's summer events, including World Refugee Day, summer book club, and North Texas Giving Day will be the primary focus of a summer intern. Brainstorming ideas to creatively and meaningfully engage virtually with our local communities, and beyond Texas, and assisting in implementing these online strategies will greatly assist in amplifying the impact of our mission.

Individual Who Will Manage Intern: Kaitlin Roberson, DFW Development Associate for RST and 2020 Harvard Graduate School of Education alum, centering on immigrant and refugee advocacy through the Immigration Initiative at Harvard.