

Yale University President's Public Service Fellowship

Proposal for Fellowship Placement • Summer 2017

- Organization: **Connecticut Center for Arts and Technology (ConnCAT)**
 - Full street address of organization: **4 Science Park, New Haven, CT 06511**
 - Website: **www.conncat.org**
 - Name and title of the Direct Supervisor (*please note: the Direct Supervisor must be available to supervise Fellow on a daily basis*): **Genevive Walker, Director of Programs**
 - Phone number and e-mail address of Direct Supervisor: **203-823-9823 ext. 103 / gwalker@conncat.org**
 - Placement dates (*8-11 weeks between Tuesday, May 30 and Friday, August 11, 2017*): **Monday, June 6, 2017 through Friday, August 11, 2017.**
 - Are placement dates flexible? If so, please describe: **We are able to accommodate if a candidate wants to start or end sooner. The bulk of the work will happen during our summer program which begins on 7/5/17, however there is substantial preparation that the fellow will be involved in during the weeks prior.**
 - Hours of the program (*placements should be equivalent to full-time*): **9 a.m. to 5 p.m.**
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Placement Description

- Organization description (*Mission statement, population served. 150 words or less.*):



The mission of ConnCAT is to inspire, motivate, and prepare youth and adults for educational and career advancement, through after-school and summer arts, and job training programming. Our vision is to create a learning environment that inspires hope, innovation, creativity and excellence while we provide a path for individuals to revitalize the urban community landscape. The Harlem Renaissance Summer Program serves students from Greater New Haven who will be in grades 5 through 12 in the 2017-2018 school year.

Please write a 1-2 sentence summary of the work that the Fellow would be conducting **The Fellow will be instrumental in organizing local and out-of-state excursions for the summer program as well as supporting daily operations such as attendance and staff scheduling. The Fellow will also help create parent correspondence and serve as a point of contact for some general programmatic information.**

- Please write a complete description of the specific project you propose and list the duties/outcomes expected of the Fellow. (*Suggested length: one to two pages.*)

Through this six-week program, youth from the Greater New Haven area are exposed to the artists, themes, social contexts, and political issues surrounding this defining era in American history. Youth participants work with local artists to create original art that expresses their engagement with the social issues of concern through the lens of the Harlem Renaissance. Photography, digital media, music production, spoken word, dance, and drama are among the art forms the young people have an opportunity to experiment with as means of expression. The purpose of this program is to saturate young people with arts in a manner that allows them to develop and express their ideas, concerns, and passions. Setting the program in the Harlem Renaissance fosters the idea of art for the sake of collective consciousness, social development, and community activism. Registration and enrollment usually begins in April and is on a first come, first serve basis.

Prior to the first day of summer program, the PSF will have the responsibility of coordinating with the Director of Programs to establish program enrollments groupings based on applicant demographics, support parent orientation, and the ordering of instructor supplies. In addition to these administrative tasks the fellow will work with the City of New Haven's free summer bussing program to plan the local trips that the summer participants will attend.

- Specific skills/experience required for the project (*Please list*):
 - **Strong verbal skills / must be articulate and able to communicate with a variety of people including city officials, parents, staff, and youth participants.**
 - **Strong writing skills / must be able to construct correspondence that is concise and clear**
 - **Must be self-motivated and able to find creative solutions**
 - **Microsoft Office Suite – EXCEL is a must for data management**
- Additional requirements (e.g. a car or weekend working hours). If a car is required, please include information regarding parking arrangements and mileage reimbursement): **Fellow will be invited to chaperone out of state trips which will extend beyond regular work hours**
- Briefly describe the work that Yale PPSF Fellows have done with your agency in the past and present. If you have not worked with Yale Fellows, please describe any work that Yale students have done with your agency.

PPSF Fellows have been a critical part of the operation of the summer program at ConnCAT. In addition to the specific tasks which include but are not limited to, (creating participant files, creating staff work and break schedules, producing weekly average attendance reports, corresponding with parents regarding attendance and required documents, and attending staff meetings) fellows in the past have incorporated their own interests into the work here at ConnCAT. One fellow created and administered a pre and post survey around the impact of arts education. Another fellow worked directly with the youth (high school) staff to provide support and encouragement toward pursuing higher education. The creation of an online application process was the result another fellow's time with our program. Each fellow has been unique and ConnCAT endeavors to make the experience mutually beneficial by including the fellow's strengths and desired learnings.

