



MILLER CENTER

FOR VOCATION, ETHICS & CALLING

Elizabeth T. & John S. Workman Summer Project Grant

Application

Return to the Miller Center Office by March 1, 2024

The Elizabeth T. & John S. Workman Summer Project Grant, an award of up to \$2,600 this summer, is designed to assist students exploring their vocation in one or more of the professions and forms of civic engagement close to the hearts of Rev. John S. and Elizabeth T. Workman. These are (in order of the donor's preference and priority):

- Work connected to the United Methodist Church,
- Professions used for the promotion of social justice,
- Careers related to the news media, and/or
- Careers involving writing.

Projects, internships, courses of study, and activities on or off campus, but preferably off campus, will be considered. Grant activities should span 6 – 8 weeks, approximately 30 – 40 hours per week.

Name _____

Phone number _____ Campus Box _____

Email _____

Major _____ Academic Advisor _____

Class _____ (*must be rising junior or senior*)

Total credits earned _____ GPA _____

Are you studying abroad Spring 2024? _____ Return date: _____

Project title _____

Partnering organization(s) _____

Location _____

Dates of project: _____ Total #of weeks _____

Will you be receiving pay or financial support from any other organization for this project?

_____ No

_____ Yes Organization _____ Amount _____

Do you intend to pursue any other projects, studies, or work assignments over the summer?

_____ No

_____ Yes Project _____ Dates _____

Please submit the following:

- ☐ Application & Partner Information;
- ☐ Signed Confidential Waiver & Commitment Statement form;
- ☐ TWO (2) Letters of Recommendation (forms attached): one Hendrix faculty or staff member and one other, not a student or family member. It is your responsibility to request these letters and to follow-up with your recommenders regarding their submissions to the Miller Center Office.
- ☐ An essay in which you describe your proposed project and its relationship to the fields of interest important to Rev. Workman outlined above; your essay should clearly explain how the grant funds will be used and discuss the significance of this project for your sense of vocation and calling.
- ☐ A resumé of past work or volunteer activities, curricular or co-curricular activities relevant to your preparation for the proposed project and areas of expressed interest.

Application, essay, resume and references must be returned to Lori Mulhearn, Miller Center for Vocation, Ethics and Calling, SLTC 133 by **March 1, 2024**.

Partner Information

Please provide information about the institution, agency, and persons with whom you are partnering to make this project, course of study or activity possible.

Institutional Information:

Name: _____

Email: _____

Phone: _____

Physical address: _____

Supervising Personnel:

Name: _____

Title: _____

Email: _____

Phone: _____

If international:

Is there an associated office within the United States? _____ yes _____ no

If yes: Address: _____

Phone: _____

Email: _____

For partnerships not associated with a university or established governmental or civic organization in the U.S., please explain how you found out about the proposed partner and why you believe it is a responsible organization with which to work.

Attach documentation of your contact with the agency and their agreement to partner with you.



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Confidential Information Waiver Form

I, _____, request that the Office of Student Affairs, the Office of Fiscal Affairs, and the chair of the Committee on Academic Integrity provide the Miller Center Staff & the application review committee access to any relevant information in my personal file. This permission is given with the understanding that all such information is confidential, is to be used only in order to make determinations of importance to the placing and support of the student participating in programs/trips sponsored by the Miller Center, and that the information is to be requested only when necessary.

Signature

Date



Commitment Statement Form

I understand that if I am offered and accept this award, I will be required to:

- ❖ Attend an orientation session with Rev. Ellen Alston, Miller Center Director, TBD;
- ❖ If international site, attend Odyssey Travel Away orientation, Thursday, April 18, 2024; 11:10-1:00pm, location TBD.
- ❖ Keep a journal in which I reflect on my experience, especially as it relates to the development of my deepest values and sense of call;
- ❖ Maintain documentation of all expenses as instructed by the Miller Center;
- ❖ Respond in writing to a set of readings about vocation provided by the Miller Center;
- ❖ Upon return to campus, hand in all written materials and attend a group reflection session arranged by the Miller Center;
- ❖ Make a presentation about my experience at an event on campus arranged by the Miller Center;
- ❖ Submit a brief written report (2 pages minimum) to the Miller Center, to be shared with the Workman family.

Signed

Date



MILLER CENTER

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Miller Center Internship Recommendation Form

(Due to the Miller Center Office, Hendrix College, March 1, 2024, by noon; address found below)

TO BE COMPLETED BY THE STUDENT:

Recommendation Letter for _____
(Student)

Proposed Internship Site _____

Recommendation Waiver

In accordance with the Family Education Rights and Privacy Act of 1974, materials in students' files are open to inspection upon request, unless the student has waived the right of access in advance. Please indicate your wish by completing and signing the statement below. Your right to review the recommendation is considered waived if you do not respond.

I hereby: _____ waive my right to access _____ retain my right to access

Applicant's signature

Print Name

Date

TO BE COMPLETED BY THE RECOMMENDER:

Name: _____ Phone Number: _____

Organization: _____ Title: _____

To the recommender: The above named student is applying for an Internship Stipend through the Miller Center. Please provide your candid assessment of this student by answering the questions below. A separate sheet may be used.

1. How long and in what capacity have you known this individual?

2. Have you found this student to be responsible, dependable, honest and cooperative? Please explain.
3. Has the student discussed his/her goals for this internship with you, and to what extent do you believe this student is capable of fulfilling these goals?
4. Miller Center interns are expected to use their internship experience to explore their personal values, social ideals and, if applicable, their religious commitments as well as their gifts and talents for benefiting and leading others. How prepared is this student to engage in this type of reflection about his or her work experience?
5. Would you recommend this individual for a Miller Center Internship (*circle one*):
Yes, without reservation Yes, but with reservation No, not at all
6. Comments:

Signature

Date

Please return to the Miller Center for Vocation, Ethics, and Calling, SLTC 133, Hendrix College, 1600 Washington Ave, Conway, AR 72032. May be emailed to mulhearn@hendrix.edu.

Due Noon, March 1, 2024



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