

FELLOWSHIP DESCRIPTION

The information below will be available to all fellowship applicants.
Please type or paste responses directly into boxes, which will expand to fit.

Organization name: Denver Scholarship Foundation

Location (city/state): Denver, Colorado

Organization's website: www.denverscholarship.org

Yearlong Fellowship
(June 2018-May 2019)

Summer Fellowship
(June-August 2018)

Organization Mission/Goals (100 words or less):

May include a bulleted list of priorities or initiatives, in addition to mission statement.

The Denver Scholarship Foundation (DSF) mission is college access and completion – including the pursuit of a baccalaureate degree, associate's degree or certificate for a skilled trade. Our work begins at the high school level where we inspire, educate and motivate all students to seek the college and career path that they aspire to. The constituency we serve are Denver Public Schools (DPS) high school students, the majority of whom are low income and from minority backgrounds.

Title of PIFP Fellow: Colorado College Fellow

Primary responsibilities of PIFP fellow (bulleted list; 100 words or less):

The PIFP Fellow will work in DSF Future Centers in DPS High Schools. He/she will assist our College Advisors in those the Future Centers by providing direct service to students. The Fellow will assist students through all parts of the college enrollment process with a specific focus on our seven core services:

- College and career advising
- College application assistance
- College campus visits and interface with admission officers
- Financial aid advising
- Scholarship assistance
- FAFSA submission (if applicable) and next steps

- Help with steps to college enrollment, summer transition
- Ongoing advocacy, creating a sense of empowerment for students/families

Qualifications sought in PIFP fellow (bulleted list; 50 words or less):

Include **Required** and **Preferred** sections, if applicable.

- Preferred:
- Experience in admissions, financial aid, or student support services
- Required:
- Sense of urgency about making a difference in the lives of students – strong relational skills
 - Ability to thrive in a fast-pace environment
 - Strong collaboration, flexibility, proactive problem solver, positive, and attention to detail
 - Sense of humor, tolerance for change

Areas of skill/experience/background required in PIFP fellow:

<input type="checkbox"/> Accessibility/disabilities	<input checked="" type="checkbox"/> Event Planning	<input type="checkbox"/> Politics
<input type="checkbox"/> Activism	<input type="checkbox"/> Finance/business	<input type="checkbox"/> PR/communications
<input type="checkbox"/> Advocacy	<input type="checkbox"/> Fundraising/development	<input checked="" type="checkbox"/> Public speaking
<input type="checkbox"/> Campaigning	<input type="checkbox"/> Government	<input type="checkbox"/> Qualitative research
<input checked="" type="checkbox"/> Children’s issues	<input type="checkbox"/> Healthcare/health sciences	<input type="checkbox"/> Quantitative research
<input checked="" type="checkbox"/> Civil rights/social justice	<input type="checkbox"/> Human services	<input type="checkbox"/> Reproductive rights/freedom
<input type="checkbox"/> Coalition work	<input type="checkbox"/> Journalism/publications (print/online)	<input type="checkbox"/> Social science research/methodology
<input type="checkbox"/> Community/political organizing	<input type="checkbox"/> Law	<input type="checkbox"/> Statistical analysis
<input type="checkbox"/> Criminal justice	<input type="checkbox"/> Legislative process	<input type="checkbox"/> TV/radio
<input type="checkbox"/> Customer service	<input type="checkbox"/> LGBTQ issues	<input type="checkbox"/> Volunteer management
<input type="checkbox"/> Data analysis	<input type="checkbox"/> Lobbying	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Digital media	<input type="checkbox"/> Marketing/sales	<input type="checkbox"/> Other: _____
<input checked="" type="checkbox"/> Diversity/inclusion	<input type="checkbox"/> Performing/fine arts	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Domestic violence issues		
<input type="checkbox"/> Economics	Policy:	
<input type="checkbox"/> Editing	<input checked="" type="checkbox"/> Education	
<input checked="" type="checkbox"/> Education	<input type="checkbox"/> Environment	
<input type="checkbox"/> Environmental issues	<input type="checkbox"/> Fiscal	
	<input type="checkbox"/> Health	
	<input type="checkbox"/> Legislative	
	<input type="checkbox"/> Other: _____	

Technology skills required in PIFP fellow:

<input type="checkbox"/> Adobe Creative Suite <i>(Acrobat, InDesign, PhotoShop)</i>	<input type="checkbox"/> Graphic design <i>(infographics, etc)</i>
<input type="checkbox"/> Blog platforms <i>(WordPress, Blogger)</i>	<input checked="" type="checkbox"/> Microsoft Office Suite <i>(Word, Excel, PowerPoint)</i>
<input type="checkbox"/> Database management <i>(Salesforce, GiftWorks, Wild Apricot)</i>	<input type="checkbox"/> Video/film production

<input type="checkbox"/>	Digital marketing/outreach <i>(Twitter, Instagram, Facebook, etc)</i>
<input type="checkbox"/>	E-newsletter platforms <i>(MailChimp, Constant Contact, Vertical Response)</i>
<input type="checkbox"/>	GIS

<input type="checkbox"/>	Website design/management <i>(WordPress, SquareSpace, etc)</i>
<input type="checkbox"/>	Other: _____
<input type="checkbox"/>	Other: _____

**Certifications
Required:**

<input type="checkbox"/>	WFA	<input type="checkbox"/>	WFR	<input type="checkbox"/>	First Aid	<input type="checkbox"/>	CPR
Other: _____							

**Language Skills
Required:**

<input type="checkbox"/>	English	<input checked="" type="checkbox"/>	Spanish
Other: Spanish preferred, but not required _____			