



ANNUAL REPORT 2019 - 2020

INTERNSHIP PROGRAM



Division of Diversity, Equity
& Educational Achievement
UNIVERSITY OF WISCONSIN-MADISON

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OVERVIEW

The Division of Diversity, Equity & Educational Achievement (DDEEA) Internship Program provides high-impact employment opportunities for students to develop marketable work experience. Interns grow personally and professionally as leaders in diversity and inclusion in a workplace that empowers students to realize their potential and express their identities.

Employing a cohort model, interns commit to a year-long paid internship, working throughout the division in areas such as: Research, Communications, External Relations, Administration, Event Coordination, and the Mercile J. Lee Scholarship Program (also known as Chancellor's Scholarship and Powers-Knapp Scholarship Programs).

GOALS

- Increase divisional effectiveness and efficiency in implementation of the Campus Diversity Framework by providing high-value, cost-effective student work
- Develop future leaders in diversity, equity, and inclusion through transferable paid work experience, personalized mentorship, performance feedback, and ongoing professional development



Veronica (second from left) staffing the Outstanding Women of Color Reception 2020

EVENTS

Interns have helped prepare and staff:

- 6 Affinity Group Gatherings
- DDEEA Graduation (virtual)
- DDEEA Kickback
- DDEEA Lunch and Learns
- DDEEA Winter Conference
- Diversity Forum and VIP Meet & Greet
- 6 Equity and Diversity Chairs Committee Meetings
- Executive Diversity Council Meetings
- Faculty of Color Reception
- 17 Graduate Assistant Equity Workshops
- #IAmUW Events and Outreach
- Leadership in the New Economy Event
- Mercile J. Lee Freshman Orientation,
- Outstanding Women of Color Reception
- Program and Class Meetings, and Virtual Graduation
- University Housing Job Fair

HEAR FROM THE INTERNS

"One of my favorite parts about working in the Red Gym is interacting with the community of people we help serve every day. Our scholars are working hard to succeed in their academic fields and if we can help ease or foresee problems they may have, that makes our job fulfilling."

- Syed



"The internship program has allocated a platform for me to develop and practice my professional skills. In the Bascom administrative unit, I support logistical planning, take on long term projects and much more!"

- Rachel

"This internship has given me so many mentors and such a large support group. Each mentor has helped me prepare for life beyond college and has helped me grow professionally and personally. I enjoyed my chats with them and getting to hear from people who truly cared about my wellbeing."

- Pachia



"Not only have I gained professional skills to advance myself academically and professionally, but working with a group of people that are truly invested in your growth has been a huge encouragement"

- Sofia

"I have gained a lot of knowledge about administrative work of a scholarship program. My organization and communication skills have improved by working with many people and seeing different faces every day. My time management has also improved by ensuring everything was done in a sufficient amount of time"

- Jasmyne

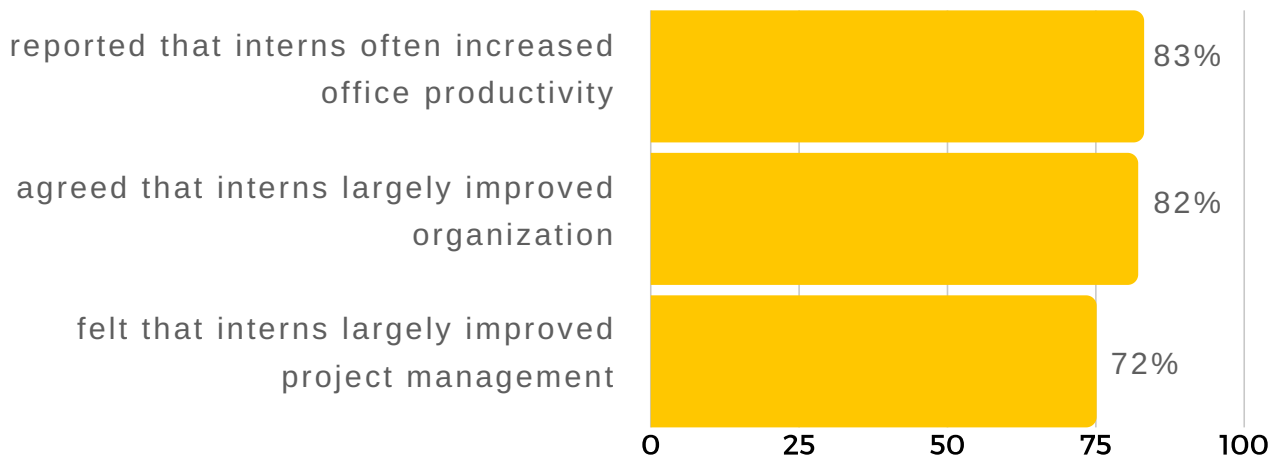


"While working at the Red Gym, something valuable I gained was a network. I was able to meet individuals from different backgrounds, professions, and places. It allowed me to see ideas from different perspectives and helped me gain skills from taking leadership in small projects, my confidence, and refining my work ethic."

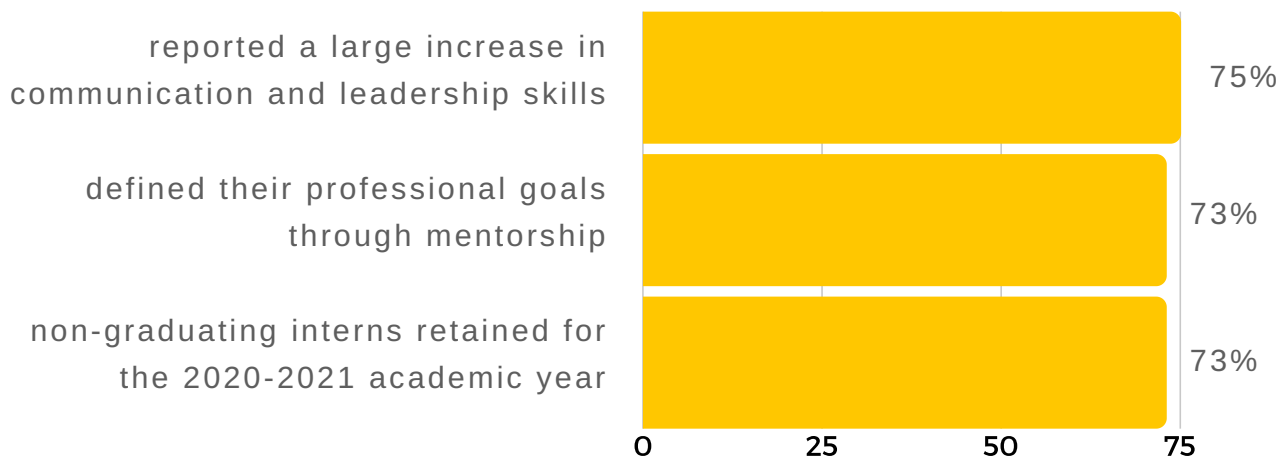
- BaJie

PROGRAM HIGHLIGHTS 2019 - 2020

Supervisors reported that interns made a meaningful impact:



Interns reported professional growth:



Mentors found the experience meaningful:

- 100% felt that mentoring an intern was meaningful to them



"I think internships vary year by year but overall in my tenure at UW-Madison, I've been very impressed by the professionalism of our interns." - Mary Carr Lee, DDEEA Communications Director

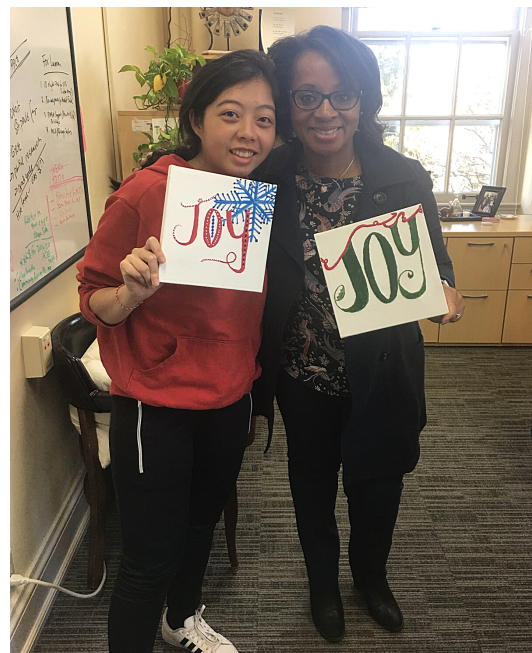
"They really care about their students' well-being and that's the most important thing." - Jonas Gomez Tijerino, PEOPLE Program Admission Coordinator



PROFESSIONAL DEVELOPMENT

MENTORSHIP

Each intern is paired with an on-campus mentor to develop leadership skills through support, dialogue, networking, problem-solving, interpersonal communication, and personal and professional growth.

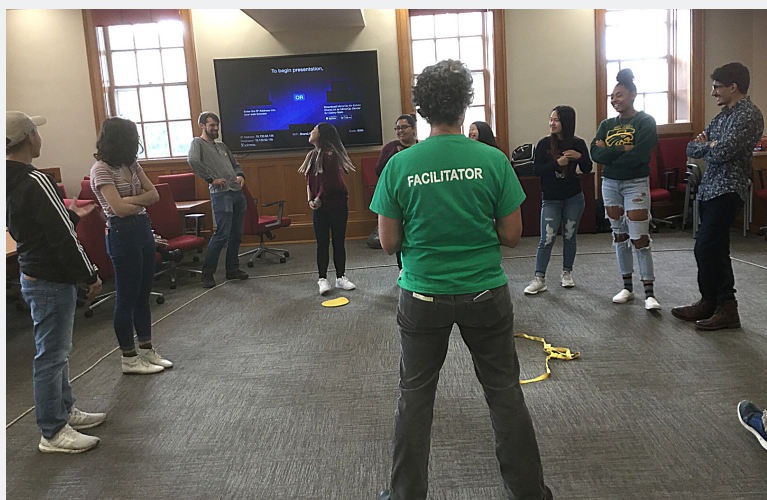


BaJie and her mentor, Dr. Cheryl Gittens

PROFESSIONAL DEVELOPMENT WORKSHOPS

This year, the internship program hosted five professional development workshops:

- "Clifton's Strengthfinders" by Internship Program Manager, Nathaniel Haack
- "Teamwork and Team Building" by the Adventure Learning Program
- "Salary Negotiation & Strategic Communication" by Angie Rosas, Kate O'Connor and Erin Cook from Wisconsin Public Media
- "Networking" by Gia Gallimore and Kristina Zignego from the Wisconsin Foundation and Alumni Association
- "Personal Finance" by Renae Sigall from the UW Credit Union



Adventure Learning Program workshop

INTERNSHIP VALUE

COST EFFICIENCY

DDEEA Interns perform the equivalent work of four full-time entry-level staff members. Interns provide cost effective labor, saving the division over \$60,000 per year.* Interns also provide crucial insights into the perspectives of the student community.

In 2019-2020, 19 interns worked over 5,000 hours serving:

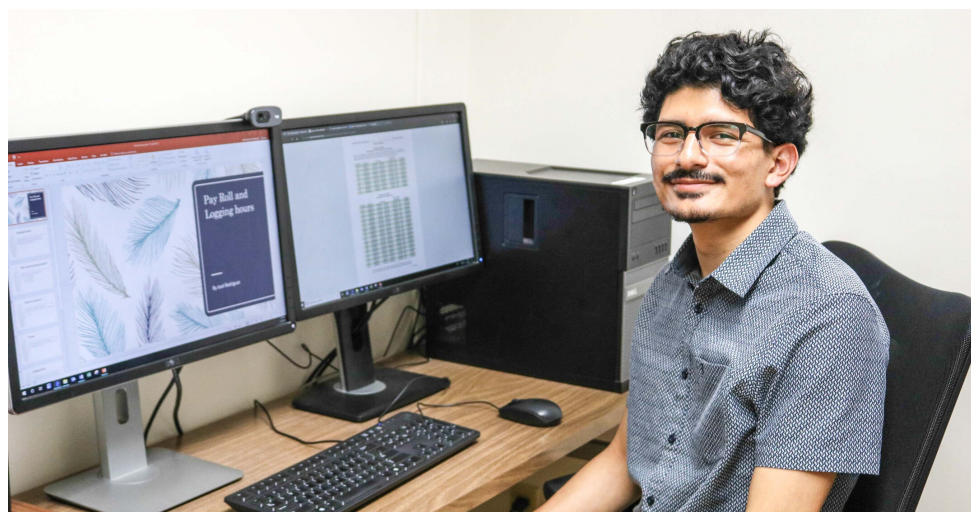
- Assistant Vice Provosts' Offices
- Central Administration
- Communications
- Events
- External Relations
- First Wave
- Mercile J. Lee Scholarship Program
- PEOPLE Program
- Posse Program
- Research

COVID-19 RESPONSE

On March 13th, UW-Madison was closed to nonessential services. The DDEEA Internship Program responded to the crisis by transitioning to remote work, continuing to serve the division, its students, and the greater campus community.

LOOKING FORWARD

In 2020-2021, the Internship Program is excited to support Academic Coaching and Tutoring Services (ACTS) and the McNair Scholars Program. Additionally, we will integrate principles from WiGrow to enhance student growth and learning during their internship experience. Lastly, we want to increase the program's visibility on-campus and in the local community.



José creating presentation slides