**Pachaysana Summer Internship Program**

**Intern application:**

Before proceeding with the application, please read the following:

1. Pachaysana offers an 8-week summer internship program. The official dates are to be determined, but likely will go from the third week of June to the second week of August. Interns can also elect six- or seven-week versions.
2. Interns are accepted on a rolling basis, meaning that we will let you will know if you are accepted into the program approximately four weeks after you apply.
3. We recommend sending in your application as early as possible, preferably by January 15, however we accept applications until March 1 or until spots are filled.
4. Most of our internships require a “medium” level of Spanish, meaning the intern has completed 2 to 3 semesters of college-level Spanish or an equivalent. If you do not have this level, but feel the internship is a good fit, please inquire via email to [info@pachaysana.org](mailto:info@pachaysana.org) as we may have options for lower-level speakers.
5. All applicants will participate in a virtual interview with one of our team members in the two weeks after you submit your application.
6. If you wish to receive academic credit for the program, please inquire via email. We have a couple of mechanisms for you to receive credit; however, they may require you to complete additional work and pay a fee.

An application is considered complete upon receipt of this form and the following documentation:

* Copy of your Passport photo page or copy of your passport application.
* A brief written statement (500 to 750 words) explaining why you want to intern with Pachaysana and our community partners. You may write in English or Spanish, but please include the following:
* A brief personal history and how that relates to working with Pachaysana and our selected community for the upcoming summer (Mushullakta for the summer of 2024)
* Personal and educational goals. What do you want to learn and how do you want to grow during the summer?
* What is unique about you? What can you (or do you want to) contribute to the community?
* Your experiences in dealing with cultural and/or social differences.
* In brief, we want to hear about the real you. How do you envision this internship being part of your story and how might you contribute to the community’s story? This is not an academic exercise. Be honest, be creative and have fun!

*NOTE: Instead of a written statement, applicants may elect to create a video that explores the same prompts or participate in a video conference call with a Pachaysana team member. Please write us to select one of these options.*

Please complete with legible handwriting or type.

**Personal Information**

Name (as written in your Passport) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

University/College (if you are a student): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Major & Minor (if student): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Permanent Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_ Zip \_\_\_\_\_\_\_\_\_ Country \_\_\_\_\_\_\_\_\_\_\_\_\_

Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Temporary or College Address (if different from permanent) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_ Zip \_\_\_\_\_\_\_\_\_ Country \_\_\_\_\_\_\_\_\_\_\_\_\_

Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gender: Female \_\_\_ Male \_\_\_ Non-binary/third gender \_\_\_ Prefer to self-describe \_\_\_ Prefer not to say\_\_\_

Birth date (Month/Day/Year) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Preferred Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Citizenship \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Passport Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emergency Contact (EC) Person \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ EC Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EC Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Work Areas**

Please choose your preferred primary and secondary areas of focus. Interns will likely spend 60 to 80% of their time on the primary area and 20 to 40% on the secondary area. Place “P” for *Primary* and “S” for *Secondary.*

\_\_\_\_ Alternative Education \_\_\_\_ Community Storytelling

\_\_\_\_ Reforestation and Sustainable Agriculture

¿How do you rate your level of overall Spanish, from 1 to 9? (Beginning: 1 to 3; Intermediate: 4 to 6; Advanced: 7 to 9. 1 represents early beginner level and a 9 is full proficiency to fluency.) \_\_\_\_\_\_\_\_

Please tell us a little about your Spanish training or experience, and share any additional experiences you expect to have between now and the internship:

How did you hear about the Pachaysana Internship?

\_\_\_Faculty/staff at my college

\_\_\_From a previous Pachaysana student/intern

\_\_\_From the Rehearsing Change/Pachaysana website, social media or promotional materials

\_\_\_From a Pachaysana visit to your campus

\_\_\_Other (Please explain) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Pachaysana Code of Conduct**

Pachayasana demands that interns live in challenging conditions, including immersion into a different culture. Due to our commitment to respecting community ways of knowing and being, there is a strict code of conduct that all accepted interns are expected to acknowledge. The following are the most important notes of that code. We ask you to initial all the statements as a means of acknowledging this important code before acceptance into the program. By initialing and signing the application you agree to abide by this code and acknowledge that failure to do so could result in your removal from the program.

1. Obey all laws and ordinances of the Ecuadorian government and host community.
2. Respect yourself and others, including faculty, staff, fellow interns and community members. Pachayasana does not tolerate rude, discriminatory and/or harassing language or behavior.
3. Refrain from operating motorized vehicles, including automobiles, motorcycles, and scooters.
4. Alcohol abuse that results in inappropriate behaviors can lead to expulsion from the program.
5. The use, purchase, and/or sale of illegal drugs is absolutely prohibited.
6. Engaging in romantic/sexual relationships with a member of our host community is strongly discouraged, and certain host communities may prohibit them altogether.

**Please initial in the spaces provided:**

\_\_\_\_ I understand that acceptance into the Internship program is not guaranteed.

\_\_\_\_ I understand that the Pachaysana internship requires interns to live in challenging conditions (similar to those of Peace Corps volunteers, yet with Pachayana coordinators present 24 hours per day)

\_\_\_\_ I understand that I will be expected to adapt to a community lifestyle, including diet (notwithstanding special dietary needs such as vegetarianism, gluten or dairy free, etc).

\_\_\_\_ I will fully respect and honor community practices and traditions.

\_\_\_\_ I will respect the diversity of beliefs, orientations and practices of my fellow international interns.

\_\_\_\_ I understand that failure to respect diverse beliefs / practices could result in my removal from the program.

\_\_\_\_ Per request of the host community, I understand that international interns and local community members are strongly discouraged from having romantic/sexual relationships, and in certain communities they are prohibited. I will be respectful of this request, and I understand that acting contrary could result in my removal from the program.

\_\_\_\_ I understand that I will need to contract (personally or via my college/university) health/emergency insurance with the minimum specifications indicated on Page 6 of this application.

Do you require special accommodations (hearing, visual, other)? Please note that such declarations do not impact selection. Rather, we cannot accommodate all needs every summer due to the limited infrastructure of our host communities; responses to this question will be used to best advise applicants to the program.

(Yes or No): \_\_\_\_\_\_\_\_\_\_\_\_\_

If you answered *Yes*, please explain \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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You will be asked to complete a Declaration of Health below. While most health concerns/problems will not hinder your participation in the program, we ask you to note any complications that we should have on record (asthma, diabetes, recent injuries, general anxiety, depression, etc.). All information is confidential and is only utilized with your authorization in our ongoing communications so as to make recommendations related to daily life in a given partner community. For example, some partner communities are at a high altitude, which can complicate certain health conditions.

**Declaration of Health**

Please be advised that answers to the below questions do not affect acceptance into the program; rather, we use them to engage in an honest dialogue with you regarding potential risks that you may face while interning abroad in a remote community. After acceptance into the program, you will be sent a formal health certificate form.

1. I understand that mild physical, emotional and psychological conditions can become serious under the stresses of life while interning abroad, and it is important that Pachaysana be forewarned of any medical or emotional problems, past or current, which might affect you in an internship and/or community-based context. \_\_\_ Yes \_\_\_ No
2. I understand there are health challenges related to living in (or visiting) rural and Amazon-based communities, including, but not limited to, reactions to insect/animal bites, allergies, the possible effects of a humid climate, and reactions to a change in diet. \_\_\_ Yes \_\_\_ No
3. Do you have any allergies that may be affected while interning abroad with Pachaysana?

\_\_\_ Yes \_\_\_ No. If *Yes*, please let us know so that we can have an open conversation about potential challenges and possibilities. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. Are you on a restricted diet (vegetarian, vegan, gluten-free, dairy-free, kosher, etc)? \_\_\_ Yes \_\_\_ No. If *Yes*, please explain so that we can assure your diet can be accommodated during the program (we can accommodate almost all diets). \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. I understand that it is my responsibility to consult with my physician regarding appropriate vaccines, medications and health care needs regarding my time with Pachaysana \_\_\_ Yes \_\_\_ No
2. Please note any conditions that we should be aware of:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Medical and Emergency Insurance**

International interns are required to secure international health and accident insurance that includes:

* emergency medical evacuation up to $250,000
* repatriation up to $50,000
* accidental death and dismemberment up to $15,000
* emergency reunion up to $12,500
* mental health care
* coverage of pre-existing conditions

Important Note: If a student, please consult with your home university, as almost all US institutions maintain international emergency insurance (SOS International, CISI, International On-Call, etc.) that might cover you in the case of major emergencies, evacuations, etc. If not, it is the intern’s responsibility to purchase a plan, which can be as inexpensive as approximately $50 per month while abroad. Please consider some of the same insurance providers mentioned. Interns will need to show proof of insurance to participate in the program.

**Reference/Recommendation Instructions**

You must submit two references that we can contact during the application process. The references should be people knowledgeable of your academic, professional or volunteer/community-engaged experiences. If you are a student, we suggest that one be a professor or advisor familiar with your educational experiences and another familiar with your experiences outside of classes. We will write each reference and ask them to answer a few questions.

Please write the name, title and email (or phone number) of your 2 references. Below each one, please declare your rights of access to the recommendation.

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Reference Name Title Email or phone

\_\_\_ I do waive my right to access this recommendation. \_\_\_ I do NOT waive my right to access this recommendation.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reference Name Title Email or phone

\_\_\_ I do waive my right to access this recommendation. \_\_\_ I do NOT waive my right to access this recommendation.

**Signed Statement**

We ask you to either insert a digital signature below, or to sign this page by printing, scanning and emailing with the rest of your application as a means of declaring that 1) you have read and understand this application, 2) agree to abide by the Pachaysana code of conduct, and 3) all sections with your initials or X’s were completed by you, the applicant. Please sign and date.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature Date**

**Final Checklist**

This tool is designed to make sure you have turned in all the required documents. All documents should be mailed to [info@pachaysana.org](mailto:info@pachaysana.org) and we will send you a confirmation email within three days.

\_\_\_\_\_ This application form. You are not required to print/scan/email these pages. Simply fill out the forms with text, X’s in the YES/NO spaces and initials where requested as a Word document, and return it to us via email.

\_\_\_\_\_ Scanned copy of the photo page of your passport (or application for a passport)

\_\_\_\_\_ Personal Essay (or video)

**Application Fee:** We have no application fee but will not review incomplete applications.

**Due Date:** March 1, but we highly recommend turning in your application by January 15, 2024.

**Anticipated Program Start Date –** between June 15 to 17

**Anticipated Program End Date –** between August 10 to 12

If you require an extended deadline or have questions, please email us at [info@pachaysana.org](mailto:info@pachaysana.org)