

Labor Summer 2023 Application Guide & FAQ

About Labor Summer 2023

Labor Summer is an annual program that brings together young leaders and community organizations who share a vision for worker justice and labor rights. Student participants are matched with a host organization for an **8-week, full-time, paid fellowship/internship program** to complete projects that strengthen the intersection between the organization's social justice mission and labor issues. Throughout the summer, fellows engage with efforts to align labor rights issues with parallel fights for racial and gender equity, including but not limited to those impacting workers, immigrants, and their communities in the Inland Empire.

UCR undergraduate students will receive about **\$20/hour** for full-time (40 hours/week) internship-related work for 8 weeks (or **\$6,400 total** for the 8-week fellowship program). Graduate student fellowship payments will be higher than for undergraduate students and depend upon relevant work experience and training. Additionally, students receive leadership and professional development training, a certificate of completion, and access to a UC statewide labor summer network.

Who is admitted into the Labor Summer fellowship?

Labor Summer 2023 is open to all UCR students regardless of their immigration status. We welcome various types of leadership styles and value the diversity of roles that make social justice movements possible.

If you are an organizer, artist, event planner, grant writer, graphic designer, researcher, photographer, social media strategist, public speaker, writer, data analyst, web developer, workshop facilitator, language interpreter or translator, or have any other skills that you would like to utilize to advance a social justice movement, then this program is for you.

Admission Requirements

To be eligible for admission, you must be:

- At least 18 years old by June 15, 2023.
- A current UCR student.
- Committed to labor rights and social justice.
- Available to work full-time from Monday, June 19 to Friday, August 11.
- Available to travel on Sunday, June 18 to attend the orientation retreat hosted in Los Angeles from Monday, June 19 to Wednesday, June 21.

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- Available to travel on Thursday, August 10 to attend the closing retreat hosted in Oakland from Friday, August 11 to Sunday, August 13.
- Able to submit the online application form by **Thursday, April 13, 2023 at 11:50 PM PDT.**
- Registered with an active ITIN or SSN by the time an offer letter is presented to applicants around early May.

How to Apply:

1. **Prepare the items listed in steps #3-6 below** so they are ready to upload as soon as you complete step 2.
Use our online application form to upload your documents by **the deadline of Thursday, April 13, 2023 at 11:59 PM PDT.** If you have any questions, please review the Frequently Asked Questions (FAQ) document (pasted below on pp. 3-9).
To access the online application form: Click on the link below or cut & paste this link into your browser:
https://ucriverside.az1.qualtrics.com/jfe/form/SV_2hufdnivLi6QLbw
2. **Submit a PDF copy of your resume.** (Tip: For advice on creating a strong resume, visit UCR's [Career Center](#))
3. **Submit a PDF copy of your UCR unofficial Transcript.** (Tip: You can view and print your unofficial transcript via the Transcripts and Verifications icon in [R'Web](#). In addition, you can view and print your grades by quarter via the Academic History icon or utilize the View Grades option within the Student Profile icon. See: <https://registrar.ucr.edu/faqs/question/how-do-i-get-unofficial-transcript>).
4. **Submit a PDF list of at least two references and their contact information.** Select individuals who have agreed to attest to your skills, abilities, and character (e.g., teachers, professors, employers, coworkers, extracurricular peers, etc.) Include their email address, phone number, job title and organization, and a 1-sentence description of your relationship to them.
5. **Submit a PDF copy of your responses to Prompt A, B, and C.** Limit your responses to 500 words or fewer per response, for a total of 1,500 words max.
 - a. **Prompt A:** Why are you applying to Labor Summer? How does participating in Labor Summer align with your leadership and professional goals?
 - b. **Prompt B:** How have labor rights issues affected you personally, your

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family, community, loved ones, etc.? How have your identities impacted your life experiences and shaped who you are? Examples of what to consider: young worker, immigration status, gender, class, sexual orientation, race, ethnicity, ability, religion, nontraditional student, or anything else that you believe contributes to who you are.

- c. **Prompt C:** Select one social justice issue that is impacting working class communities. What is your analysis of this issue? What do you view as your role in addressing it?

Labor Summer 2023 Timeline

Thursday, April 13	Labor Summer applications due by 11:59 PM PDT on Thursday, April 13.
Late-April to mid-May	Applicants are notified of selection, waitlist, or non-selection
Sunday, June 18	Interns travel to Los Angeles for the opening retreat
Monday, June 19 to Wednesday, June 21	Opening retreat in Los Angeles
Thursday, June 22	First day of work for interns at their host organizations
Thursday, August 10	Last day of work for interns at their host organizations
Thursday, August 10	Interns travel to Oakland for the closing retreat
Friday, August 11	Closing retreat in Oakland

Please read the UCR Labor Summer **Frequently Asked Questions (FAQ)** document (pasted below) before contacting us. If you have questions or concerns that are not addressed above or within the FAQ, contact the UCR Inland Empire Labor and Community Center at ucrlaborsummer@gmail.com.

FREQUENTLY ASKED QUESTIONS (FAQ)

Key Dates & Deadlines

When is my application due?

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All applications are due [Thursday, April 13, at 11:59 PM PDT](#).

How soon can I expect to hear back from the Labor Summer program on whether or not I was accepted?

Selection of fellows will conclude by early May. Applicants who are *not* selected will be notified by mid-May. Additionally, we hope to have all host organization placements finalized by mid-May.

When are the retreats? Is attendance mandatory?

Opening retreat: Monday, June 19-Wednesday, June 21 in Los Angeles

Closing retreat: Friday, August 11 in Oakland

Attendance at both retreats is **mandatory**. Your basic travel expenses, including transportation, lodging, and meals will be covered through Labor Summer. Labor Summer will cover all air travel (if applicable), meals, lodging expenses, and in certain cases will reimburse for any ground travel and meals (if applicable). (Notes: Ground travel reimbursement will only be granted to those who meet specific criteria. Labor Summer will not reimburse fellows for any non-program related activities.)

Both retreats are full-day events. Plan to be actively participating from 9:00 AM to 5:00 PM. Before applying, please ensure that you are available to attend all days of both the opening and closing retreats. All fellows are required to participate in both retreats in order to successfully complete the Labor Summer program and receive payment as well as their certificate of completion.

Opening and Closing Retreats

What are the Labor Summer retreats?

The opening retreat serves as an orientation for all interns, covering topics such as Labor Organizing 101, self-advocacy, self-care, and team building. The closing retreat gives interns an opportunity to reflect on their experience in Labor Summer and to participate in a graduation ceremony.

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Currently, both the opening and closing retreats are scheduled to take place **in person**. With the ongoing uncertainty of COVID-19 and its different variants, please note that this is subject to change. We will communicate any updates in a timely manner.

COVID-19 Regulations

Do I need to be vaccinated?

Yes. All interns and staff need to be vaccinated.

Do I need to present a negative COVID-19 test result before participating?

No. Fellows are required to fill out a COVID-19 symptom survey every day of the opening and closing retreats. Masks must be worn at all times for the duration of retreat. (With the ongoing uncertainty of COVID-19 and its different variants, please note that this is subject to change.)

Will my host organization be remote, in-person, or hybrid?

Most placements will be in-person unless otherwise indicated by the organization. Each host organization will have their respective COVID-19 protocols in place. The safety of our fellows is a priority; please reach out to ucrlaborsummer@gmail.com for any additional questions.

Who Can Apply

I am undocumented. Can I apply to Labor Summer?

Yes. Labor Summer is open to all UCR students regardless of their immigration status.

I am not a DACA recipient or DACA eligible. Can I apply to Labor Summer?

Yes. Labor Summer does not discriminate based on immigration status.

(Resources: [What is DACA?](#) and [What is an ITIN?](#) Please note that your ITIN must be up to date and active by the time you receive the official acceptance letter in early May.)

I am not a college or university student. Can I apply to Labor Summer?

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No. You must be a currently enrolled UCR student in Spring 2023. Graduating seniors are eligible to apply.

Organizing for labor rights is new to me. Can I apply to Labor Summer?

Yes. Labor Summer supports continuing and emerging leaders in the labor rights movement. Through the program, interns will develop their organizing skills and meet fellow youth leaders from across the state of California.

I am currently a minor under 18 years of age. Can I apply to Labor Summer?

Participants must be 18 years old by June 16, 2023 in order to apply.

Fellowship Location and Placements

Do I have to live in Riverside to be placed at an organization?

No. Participants do not need to reside in Riverside in order to apply to the Labor Summer program; however, most internships will require you to be on site at the host organization's location and some may require you to travel to other sites in the Inland Empire region (all hosts organizations will be based in the Inland Empire). The Labor Summer program and host organizations do not provide funding for internship-related transportation. We encourage interns to ask their placement supervisors for the possibility of getting reimbursed through their host organization.

Does Labor Summer cover relocation expenses?

Relocating for a Labor Summer placement is a personal choice. The Labor Summer program and host organizations do not provide funding for rent or living expenses. We ask that all interns secure housing in or near the Inland Empire region before committing to the fellowship.

Are all Labor Summer internship placements with labor rights organizations?

Yes. We accept an array of host organizations in the program that advance worker justice and union organizing. The UCR Inland Empire Labor and Community Center maintains

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strong partnerships with labor unions, workers' centers, university departments, social justice organizations, and other organizations that impact the lives of our local communities.

Will Labor Summer pay for gas/transportation if I am placed in person?

No. Labor Summer will not be able to reimburse interns for any gas or transportation costs during their internship placements. We encourage interns to ask their placement supervisors for the possibility of getting reimbursed through their host organization.

What are the Labor Summer mentors?

Labor Summer mentors are UCR IELCC staff or faculty who check in with fellows to support them throughout the duration of the Labor Summer program.

Conflicting Summer Commitments

I might enroll in summer school this year. Can I participate in Labor Summer?

We do not recommend that fellows participate in summer school. **The placements are a full-time, 40-hour, Monday-Friday commitment.** Some placements may require evening and weekend availability. Please plan accordingly.

Social Security Number (SSN) & Individual Taxpayer Identification Number (ITIN)

I don't have a Social Security Number (SSN). What is an Individual Taxpayer Identification Number (ITIN) and how can I get one?

An Individual Taxpayer Identification Number (ITIN) is a nine-digit tax processing number issued by the Internal Revenue Services to individuals. ITINs are issued regardless of immigration status, and both residents and nonresidents can obtain one if necessary.

Labor Summer will request either an active ITIN or SSN upon acceptance to the program. [Click here for more information on ITINs and how to obtain one.](#) Interns must have an active ITIN to receive their pay.

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I have requested an ITIN but I have not heard back from the IRS. Can I still apply?

Labor Summer participants must have an active ITIN before they accept their placement to the program.

I was granted a work permit but have not applied for a Social Security Number (SSN) yet. Will this affect my application process?

No. We do not ask for a Social Security Number (SSN) for the initial application. However, you will need to provide your SSN upon acceptance to the Labor Summer program. Therefore, if you are eligible, we strongly recommend that you make an appointment to apply for an SSN as soon as possible.

Travel and Lodging

Do I have to pay for travel, lodging, and meals when attending the opening and closing retreats?

Labor Summer will cover all air travel (if applicable), meals, lodging expenses, and in certain cases will reimburse for any ground travel and meals (if applicable). (Notes: Ground travel reimbursement will only be granted to those who meet specific criteria. Labor Summer will not reimburse fellows for any non-program related activities.)

Please prepare yourself financially to spend anywhere between \$50-\$200 at the beginning of the program, as all reimbursements take at least 8 to 10 weeks to process for each applicant.

I have never traveled by air before. How would I be able to fly to the retreats?

Labor Summer will provide information and guidelines on how to travel to the retreats. We will also have a travel point person available to have a one-on-one conversation with anyone who may have questions or concerns.

Internship Payments

Undergraduate students will receive \$20/hour for your full-time (40 hours/week) internship, or a total of \$6,400 for the 8-week fellowship program. Graduate student payments will be higher than for undergraduate students and depend upon relevant work

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experience and training. If you are selected for an internship, additional details regarding payments will be provided to you.

Returning Alumni

May I participate in Labor Summer more than once?

No. Applications will not be accepted from those who already participated in Labor Summer.

Additional Questions

For any questions or concerns not addressed in this **Application Guide & FAQ** document, please contact the UCR Inland Empire Labor and Community Center assistant at ucrlaborsummer@gmail.com.