

2025 Chaplaincy Summer Internships Application

Completed application and supporting materials for the Chaplaincy Summer Internships are due March 24 at 5 PM for students who have received an award in a past summer, are interested in an international experience or on-campus housing with a final deadline of May 2 at 5 PM. Students are invited to submit all materials as soon as they are able. If you have questions please contact Rev. Jamie Lynn Haskins, Chaplain for Spiritual Life, at jhaskins@richmond.edu.

Directions:

1. Complete the UR Summer Fellowship module on blackboard
2. Contact Rev. Jamie Lynn Haskins, Chaplain for Spiritual Life, at jhaskins@richmond.edu to express your interest in applying.
3. After reviewing the questions below, complete the UR Summer Fellowship application found here <https://ursf.richmond.edu/apply/index.html>
4. A resume is required for this application. Use the Career Services' resume rubric to draft and edit your resume.
5. Two URSF Recommendation Forms should be completed on your behalf. One recommendation should come from a UR faculty member with whom you have taken a course, and one recommendation should come from a mentor or religious and spiritual leader who can speak to your religious or spiritual commitments. Recommendations must be submitted by the deadline of March 24 at 5 PM for students who have received an award in a past summer, are interested in international experiences or those who would like to live on campus, with a final deadline of May 3 for your application to be considered.

Questions that every applicant for every program must answer:

1. Please indicate the name of your internship or your first-choice internship site:
2. What tasks will you/do you hope to complete or what projects will you be/hope to be working on?
3. If you have not secured an internship, what steps have you taken so far to secure a summer internship? Be specific. Include organization names, application timelines, and any other information you have to demonstrate the work you have done in preparation for a summer internship.
4. List 3-5 specific goals you have for this experience that relate to your academic experience and professional development. Use concrete, measurable terms (e.g., specific skills you will gain, projects you hope to complete).
5. If your secured or first choice internship will be remote and not onsite at the organization. You will need to answer the following:
 - a. Please describe the type of training you will receive from the organization and how you will receive it
 - b. In order for a remote or virtual internship to be eligible for a UR Summer Fellowship, it must include weekly meetings with your supervisor. Please outline a schedule for meeting with your supervisor, the method you will use to conduct those meetings, and the purpose of the check-ins.
 - c. Please describe what opportunities you will have to present work or collaborate with other employees

Questions on the URSF on-line application specific to the Chaplaincy Summer Internship:

6. Why are you interested in the Chaplaincy Summer Internship program specifically?
7. What are your professional aspirations? How does your desired internship fit with these aspirations?

8. How does this internship fit with your faith and/or spiritual commitments?
9. How have you been involved in religion and/or spirituality before coming to UR? How have you engaged religious and/or spiritual life while attending the University of Richmond?
10. How has your engagement with religious and/or spiritual life informed your interest in pursuing this internship?