



Island Fellows Program

Fellowship Application, 2009

Information for the Applicant:

Please read these directions carefully before filling out this application. Please **print or type** and make sure all pertinent questions are answered completely and accurately. Should you have a disability for which you need special accommodation in order to participate in the application process, please request assistance from the Island Fellows Program.

Application Deadline is Friday, May 29, 2009. However, interviews and selections will be made on a rolling basis as applications are received, so applicants are encouraged to apply early.

IN-PERSON, ON-ISLAND INTERVIEWS ARE REQUIRED.

The Island Institute may be able to provide some funding for travel and accommodations for interviews

Island Institute Fellowship Eligibility: Recent completion of undergraduate or graduate degree (within 3 years), or equivalent demonstrated knowledge and skills in the content area for which you are applying

A complete Island Fellowship application consists of the following items:

- This formal application form
- A current CV or resume that shows educational background and work experience
- A copy of your official transcript and/or other official documents of your complete undergraduate and graduate school record.
- At least three written recommendations.
- A personal statement (no longer than four pages). Your personal statement should be narrative giving a brief profile of yourself, your professional development, and your interest in becoming an Island Institute Fellow.

I. Personal Data

Name: _____

last first middle

Current Address: _____

street city state zip

Permanent Address: _____

street city state zip

Valid until: _____ Email address: _____

Telephone (current): _____ Telephone (permanent): _____

Fax number: _____

Are you a U.S. citizen? () YES () NO If no, citizen of what country? _____

If no, what type US visa do you hold, if any? _____

U.S. Social Security Number: _____

II. Education

Beginning with the most recent, list all periods of college level education. Please include copies of all transcripts from each undergraduate and graduate program.

Institution:	Major:	From Mo/Yr:	To Mo/Yr:

If you are planning to go to graduate school after the completion of your fellowship, please specify which graduate programs you plan to apply to:

Other Licenses and Certifications: _____

IV. Publications, Fellowships, Honors and Awards and Extracurricular Activities:

V. Employment Experiences:

Please list and briefly describe the jobs, both paid and volunteer, that you have held, beginning with the most recent. Please attach a resume.

Position:	Employer:	From Mo/Yr:	To Mo/Yr:

VI. Personal Statement- this is the MOST important part of the application process:

Please write a statement of no more than 2-4 pages in length. This statement should be narrative giving a brief profile of yourself, your professional development, and your interest in becoming an Island Institute Fellow. Please elaborate on your educational background, specific skills and any experiences that may relate to marine resources, community outreach, planning, teaching, library science or education. Please include at least one paragraph about your community service background and your service ethic. You may include special professional interests, plans for career development, and any additional information you feel would be helpful. Also, include at least 1 paragraph describing your thoughts about living in a small, rural community and your hopes and fears- this is a critical part of the application. Please do not simply restate the information listed on your resume.

Have you applied to the Island Fellowship program in the past? () YES () NO

If yes, when? _____

Have you been affiliated with Island Institute in the past? () YES () NO

If yes, how and when? _____

Is any member of your family or household is associated with the Island Institute? Please state name and relationship: _____

I am available to start as an Island Institute Fellow on: _____(month, day, year) and must complete my assignment by: _____(month, day, year) PREFERENCE IF GIVEN TO APPLICANTS WHO ARE WILLING TO CONSIDER STAYING FOR 2 YEARS.

Will you have a car available during your fellowship? () YES () NO

You will be required to maintain a home land-line or cable for internet access at home. Most Fellows are not provided with an office space, and must maintain a home office, with internet access.

I understand that I will be responsible for maintaining home internet access () YES () NO

VII. References:

Please have at least three people who can evaluate your professional and/or academic performance write a letter of recommendation and send it to:

Island Institute
Christine Wolff
PO Box 648, 386 Main St.
Rockland, ME 04841-0648

Your application will not be fully considered until your references are received.

A. Name: _____

Occupation: _____

Current Mailing Address: _____

Email: _____

Phone: _____

B. Name: _____

Occupation: _____

Current Mailing Address: _____

Email: _____

Phone: _____

C. Name: _____

Occupation: _____

Current Mailing Address: _____

Email: _____

Phone: _____

Thank you for completing this application. Consideration for fellowship awards through the Island Institute will be based on your qualifications and eligibility. Your signature below indicates that you have completed the application and read and agreed to the following statement.

“I certify that the facts I have given on this application are true and complete. I understand that, if any statements made by me on this application prove to be false, it may prevent my being appointed for a fellowship, or may be sufficient cause for my dismissal.

In the event that I am awarded a fellowship I agree to keep the Island Institute informed of my whereabouts and progress during my fellowship and to prepare the required reports regarding my experience as a Fellow. I understand that in case I fail to maintain a satisfactory record, or in case my conduct is considered prejudicial to the best interests of the Island Institute Fellows Program my award will be withdrawn.”

Applicant's Signature _____ **Date** _____

Checklist:

- Completed signed application []
- Official Transcript(s)- can be copies []
- Personal Statement []
- Resume []
- Three completed reference letters []
(signed, original copies required)

Note: All materials do not have to be sent as a complete package. Letters of reference should be sent directly from the writer. References may e-mail their recommendation, but must also send an original, signed copy.

Mail To:

Christine Wolff, Community Development Director
Island Institute
P.O. Box 648
Rockland, ME 04841
Fax: 207-594-9314

Questions, please call Chris Wolff at 207/594-9209, ext. 102, or e-mail at cwolff@islandinstitute.org

- The Island Institute is an Equal Employment Opportunity/Affirmative Action Organization