

Community Engagement Fellows Program
Community Partner Recruitment Timeline
Fall 2023 Term

- **Position proposals** due August 1, 2023. Proposal form is available for download on the CEF website or by request; this form includes a job description and simple statement of need as well as logistical questions.
- **Proposal acceptances** will be returned by August 15, 2023; CCLA staff will confirm interview availability.
- **Work Study Agreements** are due by September 1st. (Agreement is available for download on CEF website or by request.)
- **Student applications** will be due September 6th and available for community organization supervisor review on September 7th.
- **Interviews** will take place September 11th-14th; interviews may take place at organization offices, on campus at CCLA, or via zoom.
- **Organization hiring preferences** will be due at noon on Friday, September 15th; and student placement preferences are due on September 14th.
- **Hiring offers** will be made early the week of September 18th. Host site supervisors are consulted prior to any offers being made.
- **Students will start work** by September 26th, pending hire paperwork completion.

Questions about the process? [Contact Laura Megivern](#), Director of Community Engagement at the Center for Civic Learning & Action, and set up a time to talk!