

Community Engagement Fellows Program  
2025 Community Partner Recruitment Timeline

Questions about the process? Contact Samantha Ha-DiMuzio ([hadimuzs@dickinson.edu](mailto:hadimuzs@dickinson.edu) / 717-245-1005), Director of Local and Regional Partnerships at the Center for Civic Learning & Action, and set up a time to talk!

**Spring 2025 Term**

- **Position proposals** due December 6, 2024. [The proposal form is available here](#) and includes three sections: Organization Summary, the Position Description, and Logistics and Compliance.
- **Proposal acceptances** will be returned by December 13, 2024; CCLA staff will confirm interview availability.
- **Student applications** will be due Wednesday, January 29, 2025 and available for community organization supervisor review on January 30th.
- **Interviews** will take place February 4-7; interviews may take place at organization offices, on campus at CCLA, or via zoom.
- **Organization hiring preferences** will be due at 11:59pm on Sunday, February 9th; and student placement preferences are due on the same date.
- **Hiring offers** will be made early the week of February 11th. Host site supervisors are consulted prior to any offers being made.
- **Students will start work** by February 17<sup>th</sup>, pending hire paperwork completion.



## **Fall 2025 Term**

*\*Note, this timeline is shifted so that Fall 2025 Interns are selected the previous Spring, rather than early in the Fall, to prioritize Interns starting immediately once the academic year begins.*

- **Position proposals** due March 1, 2025. [The proposal form is available here](#) and includes three sections: Organization Summary, the Position Description, and Logistics and Compliance.
- **Proposal acceptances** will be returned by Friday, March 7 2025; CCLA staff will confirm interview availability.
- **Student applications** will be due Sunday, March 23rd and available for community organization supervisor review on March 25th.
- **Interviews** will take place March 26-April 4; interviews may take place at organization offices, on campus at CCLA, or via zoom.
- **Organization hiring preferences** will be due at 5pm on Friday, April 4th; and student placement preferences are due on the same date.
- **Hiring offers** will be made early the week of April 7th. Host site supervisors are consulted prior to any offers being made.
- **Students will start work** once the Fall semester begins, the week of September 1.

