Center for Public Safety and Justice

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Agency Contact: Susan Patterson, Business Manager

How should students contact this agency? Email

How should students submit cover letters and resumes? Email

General Description of agency or business
The Center for Public Safety and Justice (CPSJ) is located within the College of Urban Planning and Public Affairs at the University of Illinois and throughout its 19 year history has focused its work on public safety practices, community involvement in safety efforts and safety-related policy issues. Its current staff is comprised of community organizers, law enforcement practitioners, academic researchers, policy analysts, emergency managers, information technologists, media experts and experienced program managers. CPSJ has an extensive history of successful partnerships with police agencies on federally funded public safety-related projects, providing training, technical assistance and strategic assistance on a wide variety of issues in the law enforcement and public safety communities. Throughout its history, CPSJ has built a solid reputation for implementing innovative programming, developing quality curricula, delivering timely deliverables to its funders and providing valued input to its colleagues in the public safety arena. Recent examples of national-scope law enforcement projects include the US Department of Justice Office of Community Oriented Policing Services three part Procedural Justice Training series which was developed by the CPSJ and presented nationwide. The CPSJ will continue to broaden the reach of current procedural justice efforts to more communities and provide technical assistance to law enforcement agencies to translate training into practice.

Internship or Job Description
Program Coordinator Intern: Will assist the CPSJ Program Coordinator with the development, delivery, facilitation and evaluation of curricula for national presentations and projects/programs to law enforcement and other first responders, will assist with the development of grant program progress and final reports, will assist with the development and production of training programs and materials related to special events, training programs and seminars, and will conduct extensive research on a variety of topics relative to current grant programs and projects.
Education or Experience
Intern should be in or beginning their Senior year and should have experience and/or familiarity with Word, Excel, and Outlook.

Basic student learning anticipated
Working for the CPSJ will give the student real world experience within the university system. The Program Coordinator Intern will assist the Program Coordinator with the development of goals and objectives for several federal grants.

Hours per week: Up to 40

Number of weeks: 16

Position Available: Fall, Spring, Summer

Unpaid          Updated 12/01/16