



2024 John F. Lopez Fellow Internship Information

**P.O. Box 220
Maxwell, TX 78656**

**p. 512.357.6137
f. 512.357.2206**

**info@nhimail.com
www.nationalhispanicinstitute.org**

Executive Summary & Overview

The National Hispanic Institute (NHI) is a nearly 45-year educational non-profit dedicated to widening the number of future Hispanic/Latino community leaders throughout the Western Hemisphere. Annually, 1,800 high achieving high school students from across the United States and Latin America join NHI at 11 summer leadership conferences. Each experience is hosted on a university partner campus. To earn admission, students must uphold a minimum of an 85/100 GPA for 9th grade and an 88/100 GPA for 10th/11th grade, and be nominated by their schools or communities.

Our leadership programs provide opportunities for students to envision themselves as future community leaders, while exercising skills and building competencies that are vital to college success. The Great Debate (GD) – for rising 10th graders – focuses on developing communication skills and content development. The Lorenzo de Zavala Youth Legislative Session (LDZ) – for rising 11th/12th graders – focuses on managing organizations/systems and creating policy. Finally, the Collegiate World Series (CWS) – for rising 12th graders – focuses on college admissions and innovation as a means of goal attainment.

Since 1979, NHI has served over 100,000 youth in more than 20 states and six countries. Our annual report shows that 98% of students enroll in higher education and 27% pursue out-of-state education. NHI members complete their college studies within 4-5 years, most having reported taking on leadership roles in clubs, organizations, student government, and Greek life.

To review more information about the National Hispanic Institute, please visit our website at www.nationalhispanicinstitute.org.

Highlights

- NHI is a non-profit organization founded in 1979
- We provide significant personal growth opportunities for Latino children who show early signs of leadership and academic achievement
- Our fiscal year runs from September 1 to August 31.
- Our HQ is located in a small Texas rural community called Maxwell, 26 miles southeast of Austin, TX
- Our current staff level is seven-full time professionals, five-part time employees, and 500 volunteers annually
- Professional adult alumni provide the major source of talent and skill in the delivery of our programs and services.

- NHI's community reach is both national and international (expanding Latin American/US markets).
- The organization has 11 major summer programs consisting of 125-200 participants per venture, not including professional and volunteer staff.
- Approximately, 1,800 high school youth participate each year.
- Students who participate undergo a competitive application and review process that requires: maintaining a minimal 85/100 GPA for freshmen, 88/100 GPA for sophomores/juniors, strong intentions to enroll in college, and an expressed interest in Latino community leadership and civic affairs.

Introduction

The National Hispanic Institute is composed of a small administrative staff with a large vision and tenacious volunteers. Because we believe in community-academic partnerships, we want you to be in the know of our 2024-2025 plans. In this packet, we invite you to join us in our work to promote student excellence, undergraduate development and leadership by sponsoring a John F. Lopez Intern from your university. We outline the scope of our work to prepare for our 11 and growing leadership programs, as well as provide details on how the John F. Lopez Fellowship and how it supports membership and leadership development for students from Latin America and the United States.

NHI's work with colleges and universities

NHI partners with colleges and universities that are expanding their reach to Latino high school student populations. One way to do this is to identify a college student who is passionate about their community and is also a strong ambassador for your institution. By selecting them to be a JFL intern, your student will not only gain a world of knowledge about planning and organizing NHI summer leadership programs, but they will also meet and interact with significant numbers of college-eligible NHI high school students. As your student will be postured in a leadership role at NHI's programs, this is a way to amplify the caliber of student who attends your institution among student who are building their college options. Personal contact and connections are built through your JFL intern, which can be extremely useful for future outreach.

Our chief target audience are: high school age youth with strong academic marks, who intend to enroll and complete their undergraduate studies, and wish to play meaningful leadership roles in the future Latino community.

Our major function as a leadership training organization is to engage our young members in well-designed learning experiences that advance their skills, competencies, insight, and capacities to participate as successful future leaders in Latino community life.

Summary of NHI Youth Leadership Programs

NHI employs a progressive leadership development model that initially engages students as high school freshmen, continues throughout their four-year study as undergraduate students, and into their work-life.

These programs include the following:

- **Great Debate (9th Grade):** Emphasis on communication as a tool of leadership development, especially through reading, writing, and speech with competency development in key Latino issues.
- **Lorenzo de Zavala Youth Legislative Session (10th Grade):** Emphasis on governance as a tool of leadership development, especially through exposure to constituent mobilization, policy planning, and participation in organized structures and systems with competency development in key Latino issues.
- **Collegiate World Series (11th Grade):** Emphasis on college admissions training as well as inquiry-based and analytical decision making.

Primary Geographic Areas of Coverage

- **Great Debate (GD)** – Texas, Illinois, New York, Pennsylvania, New Jersey, Washington DC, Panama, Puerto Rico, Mexico, and Dominican Republic
- **Lorenzo De Zavala Youth Legislative Session (LDZ)** – Arizona, Colorado, California, Nevada, Oklahoma, Washington, Texas, Illinois, Iowa, Michigan, Nebraska, New Mexico, Florida, New York, Massachusetts, Pennsylvania, Panama, Mexico, and Dominican Republic
- **Collegiate World Series (CWS)** – Restricted to NHI high school alumni

Primary Student Participant Goals for 2024

- **Great Debate** – 900 freshmen (9th grade)
- **LDZ** – 750 sophomores (10th grade)
- **CWS** – 250 juniors (11th grade)

High School Geographic Mix & Participant Profile

- 400 high schools

- 50% Texas
- 15% Midwest
- 15% West
- 15% International
- 10% Northeast
- 5% Other Domestic (including Southeast)
- 88/100 GPA or better; 95% Latino backgrounds (all cultures invited); college-bound; nominated by schools to attend due to leadership and conduct

Current NHI College/University Partners (Hosts)

This is a list of university partners who support NHI summer leadership programs, John F. Lopez Summer Interns and local evening presentations on their campus:

- Augustana College – Rock Island, IL
- Austin College – Sherman, TX
- Colorado State University – Ft. Collins, CO
- Concordia University-Texas, Austin, TX
- Our Lady of The Lake University- San Antonio, TX
- Saint Francis University Loretto, PA
- St. Mary's College of Maryland- St. Marys City, MD
- University of Denver- Denver, CO
- University of New Mexico- Albuquerque, NM
- University of San Diego - San Diego, CA
- University of St. Thomas - Houston, TX

John F. Lopez Summer Internship

The John F. Lopez (JFL) Internship takes place each summer to promote development opportunities for undergraduate students. John F. Lopez (JFL) Interns who are current undergraduate students who show leadership potential, willingness to face challenges, and ability to share talent and skill with the Hispanic/Latino community. Named in honor of NHI Board Trustee, John F. Lopez, the John F. Lopez Internship elicits qualities of spirit, creativity, and talent exemplified by its founder. Of the 90,000 NHI alumni, John F. Lopez made some of the greatest contributions to the growth of the National Hispanic Institute. He served as a student participant in the first statewide LDZ program in 1983, volunteered eight successive years in NHI programs, served as a full-time professional in Maxwell, and now is a member of the NHI Board of Trustees. John also founded the College Register and internship program.

The purpose of the John F. Lopez Internship is to provide undergraduate student leaders a means to expand opportunities for organization impact within their desired major/field of study, as well as to develop their professional leadership and management skills. As counselors, research specialists, trainers and planners, interns take part in interactive experiences that prepare them for future leadership roles. To date, over 200 members have taken part as John F. Lopez Interns at NHI.

Admission

Criteria for admission into an internship position include:

- 2.5 grade point average or higher
- Demonstration of leadership qualities in school and/or work
- Completion of at least one year of college
- Students should be unmarried and without children

Students should be prepared to ask for an official transcript and write a 300-word essay describing their interest and anticipated contribution to the JFL Internship Program.

Living and Working in Maxwell, TX

The National Hispanic Institute office is housed in a three-story Victorian-style home on 46 acres of land in Maxwell, Texas. JFL Interns live in the nearby town of San Marcos, a small university town of about 80,000 people located 10-15 minutes from Maxwell. San Marcos is known for its historic charm, proximity to Austin (25 miles to the North) and San Antonio (45 miles to the South), and a beautiful spring-fed river. On a small scale, San Marcos offers all the services of large cities, including restaurants, local recreation and site seeing, tubing, cinemas, gift shops, and a large outlet mall. Both Austin and San Antonio offer major airports, cultural/historical activities and cosmopolitan lifestyles.

Hours of Operation

Monday – Friday

8:30am – 5:30pm CST

How we develop John F. Lopez Interns & Curriculum Overview

- President's Seminar
 - Work closely with the Executive Leadership Team to learn about **Community Equity Building**, NHI's chief strategy for community engagement and change

- Leadership & Mentorship
 - Serve in a NHI Leadership Role at two national programs
 - Mentor 9th, 10th and 11th grade students
 - Learn how NHI's leadership series supports youth and community development
 - Participate in curriculum writing and implementation

- Represent University
 - Circulate information about university and/or department at programs
 - Speak about university during mentoring discussions with college eligible students
 - College Fair Events (4 during the summer - attends at least 2)
 - Generate university interest with youth and develop new student prospects for admission (who meet at least an 85/100 GPA or better)

- John F. Lopez Internship Projects
 - Lead projects that advance the National Hispanic Institute and student's field of study
 - Advertising
 - Business & Finance
 - Communications
 - Community Affairs
 - Development
 - Executive Office – Special Assistant
 - Marketing for 2024
 - Media & News Campaign
 - Office of Admissions
 - Photography
 - Podcast & Radio Development

- Research
- Social Media Campaign
- Website & Technology
- Other (i.e. within student's field of study/department)

John F. Lopez – Intern Schedule/Timeline

Week 1 – Orientation, Training & Pre-Evaluation

Week 2 or most convenient week – President's Seminar

Week 3 – NHI Project(s) Overview & Launch

Week 4 – NHI Leadership Program #1

Week 5 – NHI Project(s)

Week 6 – NHI Leadership Program #2

Week 7 – NHI Project(s)

Week 8 – NHI Leadership Program #3

Week 9 – NHI Project(s)

Week 10 – Project Completion, Presentations & Evaluation

John F. Lopez Internship – Leadership Team

Executive Vice President, Nicole Nieto

Senior Vice President, Julio Cotto

Business & Finance, Brian Cruz

Investing in a John F. Lopez Intern

How Colleges Participate

Colleges and universities sponsor their students for the John F. Lopez Internship for 10 weeks during the summer. The internship program curriculum includes project based learning at the National Hispanic Institute, office duties/responsibilities, research initiatives, participation in a minimum of two (2) summer leadership programs and training. John F. Lopez Interns may also represent their university/college department as student mentors and advocates for their sponsoring university.

Long-term learning initiatives include independent projects carried out at the office of the National Hispanic Institute. Independent projects are in research and development, cultural/historical creations, project management, and student education. All summer interns are required to give a public presentation to NHI's executive staff and a written report to their sponsoring institutions.

Marketing & Branding Opportunities

- Main Website (www.nationalhispanicinstitute.org)
 - Visitors per day – 600 (approximately)
 - Visitors per week – 3,500 (approximately)
 - Visitors per month – 14,000 (approximately)
- NHI Magazine (www.nhimagazine.com)
 - Digital & Print
- NHI Podcast (Subscribe to National Hispanic Institute channel)
 - Apple Music & iTunes
- NHI Social Media – Reach
 - Facebook Page – 7,650 likes
 - Instagram - 7,000 followers
 - LinkedIn – 3,100 followers
- LDZ College Fairs
 - Opportunity to recruit up to 150 - 200 students at LDZ College Fair
- CWS Coaching Opportunity
 - Opportunity to circulate out materials and mentor 125 rising 12th grade students
- Brochures and Materials
 - Branding in future John F. Lopez brochures and materials (digital & print)

Market Analysis & Segmentation

Our material distribution goes to the following audiences in the community: students, parents, community leaders, schools, universities, foundations, businesses and community based organizations

Average Mail Out Distribution to Schools, Superintendents, School Board Members and School Administrators: 2,000 per year

Average High School Visits per year: 500 per year

Estimated John F. Lopez Internship – Costs

Orientation, Training and Professional Development	\$1,000.00
Stipend (10 Weeks)	\$3,300.00
Rent (10 weeks)	\$900.00
Travel Costs	\$850.00
Project Equipment:	Inkind
Background Check	\$40.00
Business Cards	\$35.00
JFL Sponsorship	*\$6,875.00

Scale for Investment

- Platinum - \$8,475 (Intern sponsor + College Register membership)
 - NHI Student Database – 2,500 students (contact information); 9th grade meets 3.0 GPA or higher; 10th/11th grade meets 3.2 GPA or higher
 - Institution becomes 2024 College Register Member
 - Website Branding on www.nationalhispanicinstitute.org/college-register
 - Logo Branding in NHI Magazine
 - JFL intern featured in www.nhimagazine.com "Meet the 2024 John F. Lopez Interns" article, including mention of your institution
 - JFL intern participates in leadership roles in two NHI summer programs

- o JFL represents institution at two NHI college fairs
 - o JFL lives on campus at NHI and works at NHI headquarters
 - o Equipment/materials needed for John F. Lopez Internship project(s)
 - o *Professional development for intern on building a professional image and pitch for your institution
 - o Institution listed as a JFL Platinum Sponsor at 11 summer programs
- Gold - \$6,875 (Remote internship)
 - o NHI Student Database – 2,500 students (contact information); 9th grade meets 3.0 GPA or higher; 10th/11th grade meets 3.2 GPA or higher
 - o Institution becomes 2023-24 College Register Member
 - o Logo Branding in NHI Magazine
 - o Featured in www.nhimagazine.com “Meet the 2023-2024 John F. Lopez Interns” article
 - o Intern travels to 2 leadership programs
 - o Intern lives at home
 - o Equipment/materials needed for John F. Lopez internship project(s)
 - o *Professional development for intern on building a professional image and pitch for your institution
 - Silver - \$1,500
 - o Intern travels to 2 leadership programs as an intern and represents institution
 - o Logo Branding in NHI Magazine
 - o Featured in www.nhimagazine.com “Meet the 2023-2024 John F. Lopez Interns” article
 - Bronze - \$750
 - o Intern travels to 1 leadership program as a mentor and represents institution
 - o Logo Branding in NHI Magazine
 - o Featured in www.nhimagazine.com “Meet the 2024 John F. Lopez Interns” article

Application and Timeline for Consideration

The timeline for sponsoring a student is through May 15, 2024.

Students may request an application by writing to us below:

Contacts

Isabella Sada

isabella_sada@nhimail.com

(512) 357-6137

