



## PIPES 2022 Informational Packet for Mentors

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Thank you for your interest in hosting a Pacific Internship Programs for Exploring Science (PIPES) intern this summer! This packet is meant to give potential mentors an overview of the PIPES program before requesting an intern. Have any questions? Please contact the PIPES Staff at [uhintern@hawaii.edu](mailto:uhintern@hawaii.edu) or (808) 932-7984.

### STRUCTURE OF PIPES

The purpose of the PIPES internship program is to cultivate experiences and relationships that foster self exploration and mentored learning, by immersing students in the values and practices of mālama ‘āina. Acknowledging that there are multiple sources of knowledge, we broadly define the term mālama ‘āina to include interdisciplinary approaches to conservation and management of cultural and natural resources.

PIPES is a suite of 10-week summer internship programs which are run concurrently as one cohort:

#### 1. Research Experiences for Undergraduates (REU)

The REU program requires interns to conduct a research project involving data collection and analysis. Research themes can go beyond traditional STEM topics (i.e. biocultural restoration). If you have such a project in mind, please contact us to discuss internship ideas. REU internships are only eligible for continuing undergraduate students, and provide them with an opportunity to gain research experience before graduation. *(NOTE: We have reapplied for this support and hope to hear by February 2022 on a successful outcome!)*

#### 2. University of Hawai‘i Hawaiian Internship Program (UH-HIP)

#### 3. Micronesian and American Samoan Student Internship Program (MASSIP)

The UH-HIP program provides kama‘āina and Native Hawaiians with internships, while the MASSIP program provides internships to Micronesian, American Samoan, and other Pacific Islanders. Both programs allow participants to gain hands-on experience working with their host agency and do not require a research component (though participants can conduct research in either program). However, non-research internships require communicating with the PIPES staff to come up with a suitable writing product to fulfill the requirements of the program and also the needs of the host organization. If you have any questions, please contact us and we can discuss potential internship ideas. Unlike the REU program, recent graduates and continuing students can participate in the UH-HIP and MASSIP programs.

**This program requires interns to:**

- Engage fully in all aspects of the program.
- Be strong representatives of both the host organization and the PIPES program.

- Write a Personal Internship Development Plan which outlines their personal, academic, and project goals and objectives for the summer.
- Participate in a mandatory 4-day orientation in Hilo hosted by PIPES program staff.
- Complete a 10-week internship with a designated organization involving completion of the specific intern project and assisting with on-going organization activities equivalent to 40 hours per week.
- Submit regular progress reports to the PIPES program and participate in weekly meetings with other PIPES participants, PIPES excursions and other discussion sessions highlighting conservation topics in Hawai'i and the Pacific.
- Complete a final paper (**DUE no later than Aug 5th**) and present their internship project at the end-of-program PIPES Student Symposium held in August in Hilo.

### **SELECTION CRITERIA AND PROCESS**

Our recruitment aims to attract applicants who will lead the future of conservation in Hawai'i and the Pacific. PIPES is an internship program for undergraduates students from 2- and 4-year institutions, as well as recent graduates. Students with at least a 2.0 GPA from all majors are welcome to apply. Applicants who are selected are passionate about conservation, hold a strong sense of kūleana to the resources and communities of Hawai'i and the Pacific, and who have had limited access to professional opportunities related to conservation. PIPES staff review all applications and interview semi-finalists. Placement of finalists in internships are made through discussion of available applicants with the host organizations.

### **2022 PROGRAM SELECTION TIMELINE**

**Note, the PIPES 2022 program activities and internships will be run on Hawai'i Island only.**

- **January 31** – Intern Applications (completed by student applicants) DUE
- **February 1 to 18** – PIPES reviews applicant documents
- **March 1 to 18** – PIPES conducts interviews with applicants
- **March 24 (tentative)** – PIPES provides mentors with potential match(es) to interview
- **March 29 to April 8** – Mentors conduct interviews with semi-finalists selected by PIPES
- **April 22** – Intern placements finalized

**As a mentor, you are expected to:**

- Commit to mentoring a full-time undergraduate intern for a 10-week internship period throughout the summer (May 31- August 3, 2022), while creating a safe space for learning.

- Identify a project within the scope of an intern's interest and assist in the processes. (**NOTE:** The PIPES program requires interns to complete a final paper and presentation related to their internship).
- Incorporate the intern into the overall activities of your organization and treat them as a member of your team.
- Develop a supportive mentoring relationship with intern(s), including regular interaction throughout the summer, guiding the intern's progress on the project on a regular basis, helping them problem solve challenges and providing positive feedback and suggestions for improvement.
- Provide input and assistance regarding the timely completion of the final paper and oral presentation.
- Facilitate the intern's participation in PIPES meetings and excursions.
- Provide necessary support for all aspects of the internship, such as transportation to and from the field (if necessary), equipment, publications related to the project, etc.
- Participate in the PIPES Mentor Orientation (~2-3 hrs; held each spring).
- Attend the intern's presentation at the end-of-program Student Symposium on (August 3 & 4, 2022)

## **FUNDING**

The cost of supporting either a MASSIP or UH-HIP intern can range from \$6000-\$8500, depending on location. This includes stipends, airfare, lodging and supplies. We highly encourage cost sharing when possible. Please contact us for further questions.

## **REQUESTING AN INTERN**

All potential mentors need to submit an [Intern Request Form](#). Please answer questions as thoroughly as possible. If you are unable to complete an online request form, contact us and we can send you a pdf form that can be completed offline.

## **PROGRAM TIMELINE**

- **Week of May 2nd** – Mentor Orientation (~1 hr); mentors are asked to attend one session.
- **May 31 to June 3** – Intern Orientation, held in Hilo
- **June 7** – Interns' first day with host organization
- **June 21 to July 8** – Mid-program check-ins/site visits (conducted by PIPES Staff)
- **July 25 to August 2** – Mandatory practice presentations (interns with either host mentors or PIPES Staff)
- **Mid/Late July** – As part of their participation in PIPES, interns will be attending the virtual Hawai'i Conservation Conference.
- **August 3 to 4** – Intern Symposium
- **August 5** – Final Paper / Writing Product DUE

**Please let us know if you have any questions.  
Mahalo nui loa!**