

Child Life Internship Application Q&A

Are you accepting for this up-coming cycle?

We try our very best to keep our webpage as up-to-date as possible. Unless the website explicitly says we are not accepting for the upcoming cycle, then we should be accepting as usual.

When are applications due?

We closely follow the ACLP's application deadlines. Applications are considered *on time* if they are postmarked by the application deadline date, however, we do prefer to actually receive applications by the deadline. We receive many applications each cycle and the review process is time-consuming, the more time we have to review applications, the more thought and thoroughness we can offer.

How many interns do you accept per cycle?

One. At this time we are only able to take one intern at a time. We value the robust and individualized learning experience this provides our interns.

Do you accept unaffiliated interns?

Yes. We are able and happy to accept interns who have already graduated or are not currently enrolled in college coursework, so long as they have already met all the coursework requirements.

Do you accept practicums in progress?

Yes. If your practicum is still in progress at the time of application, please include a Practicum-in-Progress verification form with your application. We do ask that the practicum have *started* by the time your application is due.

Do you accept virtual practicums?

Yes. However, we are finding that the in-person practicums still give a more robust learning experience and thus we strongly encourage in-person practicums when possible.

I see that you no longer require a practicum prior to internships. What does this mean?

We appreciate that many prospective child life interns come from robust and diverse backgrounds and past experiences. We still firmly believe in the value of a high quality practicum experience and do prefer this for most students. And we know that some prospective interns have had alternative and in-depth experiences with children and families in healthcare and other stressful circumstances. Such experiences may include: previous work as a child life assistant, previous work in pediatric healthcare, extensive volunteer experience under the direct supervision of a child life specialist or child life department, etc. If you believe that you have had extensive alternative experience with children and families in healthcare, you are welcome to apply for our child life internship without having completed a child life practicum. You do not need to submit any specific proof of alternative experience with your application.

Are you able to support visas for candidates coming from outside of the USA?

No. Unfortunately at this time we are not able to.

What kind of recommendation letters do you require?

We require three formal sealed recommendation letters. We will accept the common application letters as well, but only in *addition* to the formal sealed letters. We have found that the common recommendation forms simply do not provide enough information on their own.

Do you accept recommendation letters by e-mail?

Yes. We can accept recommendation letters e-mailed directly, but please reach out in advance to notify us that they are coming and to confirm the best e-mail address for them to be sent to. Also, ensure the recommender knows to clearly state who the letter is written about.

How should my application be organized?

We prefer applications in this order:

Cover letter, resume, common application, hour verification forms, course work review/ or proof of accredited program, unofficial transcripts, recommendation letters. Please do not clip or staple anything. Please do not include any blank pages or introduction and instruction pages of the common application.

What is your application, interview and offer process like?

We closely follow the ACLP's application, offer and acceptance deadlines.

Applications: We have a selection committee that randomly divides and reviews all incoming applications. During this time, we look for completion of application as well as quality of writing, experiences, recommendations, and comprehension of child life practice and we utilize a rubric for evaluating these areas.

Interviews: We then select our top choices of candidates and invite those individuals for a phone interview with one of our CCLS' by e-mail a few weeks prior to the ACLP's offer deadline. After phone interviews, we invite a select few individuals to participate in video interviews with a small group of our child life team, typically about a week prior to the offer deadline.

Offers: After we have decided on our top choice candidate, we call that individual on the initial offer date to notify them. The candidate then has until the end of the day the following day to respond, as per the ACLP guidelines. If the candidate for our first offer declines, we then continue to follow the ACLP's guidelines for secondary and third offers, working to fill the open position.

Do you require onsite interviews?

No. In order to make our process equitable for all candidates, we do not ask individuals to travel for onsite interviews. We try our best to provide adequate information about our program and team so that you can make an informed decision about your learning experience without an

onsite meeting. We are continuing to refine our process to support this and welcome your feedback.

Do you offer scholarships for your internship?

Not at this time. We hope to be able to in the future.

Are you looking to increase diversity in the field of child life?

Absolutely! We very much want more Black, Indigenous, Latinx, Asian, Pacific Islander, multiracial, other people of color, LGBTQIA+, as well as males and second career students entering the field of child life. We believe that this change within the field starts with our students and our recruitment for internships.

Do you support the ACLP's pledge for internship equity and access?

Yes! We strongly support this pledge and were actually among the first few institutions to sign the pledge.

Still have questions? Contact us:

Mollie Saults, BS, CCLS

Child Life Intern Coordinator

Child Life Program

One Medical Center Drive

Lebanon, NH 03756

Phone: (603) 650-4380

E-mail: Mollie.Saults@hitchcock.org