

Small Business Transportation Resource Center

Women and Girls Internship Program



The U.S. Department of Transportation (DOT), Office of Small and Disadvantaged Business Utilization (OSDBU), has developed Small Business Transportation Resource Centers (SBTRCs) in various regions of the country to expand the DOT’s outreach efforts. This national program utilizes Cooperative Agreements with chambers of commerce, trade associations, and business-centered, community-based entities to establish SBTRCs.

The Illinois Hispanic Chamber of Commerce (IHCC) was chosen to operate the SBTRC for the Great Lakes Region that covers the states of Illinois, Indiana, Michigan, and Wisconsin. As part of the SBTRC, the IHCC will continue the Women and Girls Internship Program, placing qualified female college students in transportation related internships throughout the Great Lake Region.

The Women and Girls Internship Program is based on a successful 2009 pilot with Spelman College as part of a broader effort led by the White House to ensure that federal programs and policies take into account the distinct needs and concerns of women and girls. The goals of the program are to increase the participation of women in the transportation industry and prepare young women to become our nation’s future leaders.

For internship information please contact Kelley Sheehan.

Great Lakes Region SBTRC Address:

Great Lakes Region SBTRC
 Illinois Hispanic Chamber of Commerce
 855 W. Adams, Suite 100
 Chicago, IL 60607
 Phone 312-425-9500

SBTRC/Great Lakes Region Staff:

<p>Roberto Escalante - Project Director Great Lakes Region SBTRC at IHCC rescalante@ihccbusiness.net</p>	<p>Kelley Sheehan- Project Coordinator Women and Girls Internship Program Great Lakes Region SBTRC at IHCC ksheehan@ihccbusiness.net</p>
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*For more information on the Women and Girls Internship Program, DOT/OSDBU and the Small Business Transportation Resource Centers, please visit the website at <http://www.osdbu.dot.gov/WG/index.cfm>

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Program Requirements:

Fulltime College Student

Application Completed in the following order:

(Application Document can be located at: <http://www.osdbu.dot.gov/WG/applications.cfm>)

- A completed and signed application. *All parts must be completed
- A copy of the student's most current transcript
- A one-page letter of interest on working in the transportation industry
- If applicable, a brief need-based stipend justification.
- Scan the document into a .pdf and email it to eeta.wgp@dot.gov

(Great Lakes Region internships: please also send the application document to ksheehan@ihccbusiness.net)

Once accepted:

- Intern will be placed at relevant company
- Intern is required to work a 5 hours minimum a week with an overall total minimum of 50 hours of work to finish the internship program, timesheets turned in to Program Coordinator bi-weekly

End of internship:

- Essay 5-7 pages
- Evaluation of the Placement Company

For any inquiries contact:

Kelley Sheehan

Project Coordinator, Women and Girls Internship Program

Small Business Transportation Resource Center Great Lakes Region

at the Illinois Hispanic Chamber of Commerce

855 W. Adams, Suite 100

Chicago, IL 60607

312.425.9500 office