

Johnson Family Opportunity Fund

RUBRIC: Internships & Career-enhancing Experiences

Criteria	4 - Accomplished Addresses question beyond expectations.	3 - Competent Addresses question.	2 - Developing Some attempt to address the question.	1 - Beginning Question not addressed.
Description of the opportunity	Clear and detailed information about the project, activity, or experience included in the opportunity is provided.	A general description of the opportunity is provided.	Partial or unclear information about the opportunity is provided.	Fails to provide a description of the opportunity.
Short-term goals	Clearly identifies 3 (or more) specific and meaningful short-term goals related to the growth they hope to achieve related to their career interests.	Identifies specific short-term goals related to the opportunity.	Identifies short-term goals that are not specific and/or are not clearly related to the opportunity.	The applicant does not identify short-term goals.
Long-term goals and/or career Interests	Thoughtfully identifies 1+ specific career interests (positions, fields, etc.) to pursue or explore further.	Identifies 1+ ideas about career interests and/or possible long-term goals.	Identifies only very broad interests or ideas about the future.	The applicant does not identify any specific long-term career goals or career interests.
Connection between goals and opportunity	Clearly articulates a strong connection between the opportunity and its potential impact on professional development (i.e., gain experience, career clarification, etc).	Articulates a meaningful connection between the opportunity and its potential impact on professional development (i.e., gain experience, career clarification, etc).	Struggles to articulate the potential benefit of the opportunity. Identifies a weak or minimal connection between their goals and the opportunity.	Fails to articulate a connection between their goals and the opportunity. Potential benefit of the opportunity is not articulated.
Resume or curriculum vitae (CV)	Exceeds expectations. The resume or CV is well-formatted and includes past work experience, activities, and/or other involvement. The document includes details about several positions in bulleted statements (or similar).	Meets expectations. The resume or CV provides basic information and descriptions of the applicant's experiences in moderate detail.	The document attempts to meet expectations. Resume or CV is sparse and includes little or no detail about work experience, extracurricular activities, or other involvement.	Basic expectations are not met. The resume or CV is not submitted or lacks very basic information.
Attention to detail and overall quality of application	A high level of attention to detail is demonstrated throughout the application. Grammar and punctuation are correctly used and there are a minimal number of spelling errors.	An acceptable level of attention to detail is demonstrated, with acceptable grammar and punctuation and a low to moderate number of spelling errors.	A low level of attention to detail is demonstrated, with many errors in spelling, grammar, or punctuation.	Very little attention to detail is demonstrated, with a high number of errors in spelling, grammar, or punctuation.