

RESEARCH

The KDOC is committed to increasing the rigor of evaluation and research in order to make decisions based on empirical data. Areas of study in which interns will gain experience:

- Results First Initiative
- Quality assurance (data, reporting)
- File reconstruction/data dictionary creation/syntax/develop research manual

LEGAL & POLICY

Manages all litigation involving the KDOC, provides legal services to staff and represents the KDOC in administrative proceedings.

Long-term internship projects include:

- Litigation management IT development
- Inmate Disciplinary System Training for disciplinary administrators and hearing officers
- Motions and briefs database development

HUMAN RESOURCES

Serves the KDOC's central office and the parole and re-entry divisions. Also supports correctional facilities in such areas as recruitment, employment and diversity programs. Long-term internship projects include:

- Satisfaction surveys
- Recruitment video/brochures
- Focus groups

Application Process

SKILLS WE LOOK FOR

- Can develop and sustain cooperative relationships
- Ability to multi-task and meet deadlines
- Strong writing and researching skills
- Effective verbal communication abilities
- Problem-solving and analytical capabilities
- Demonstrated leadership potential

HOW TO APPLY

Submit the following:

- Cover letter, including academic major, minor and GPA. Also state your preferred area of work with second choices, and your preferred start and end dates with second choices.
- CV/Resume
- Two recommendation letters

Materials can be mailed to:

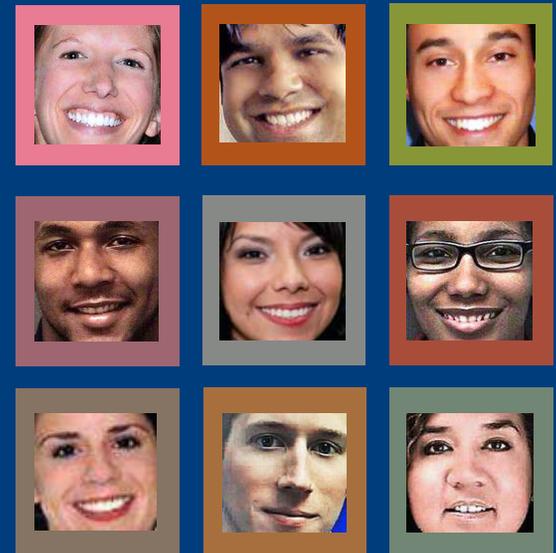
Human Resources
Kansas Department of Corrections
714 S.W. Jackson St., Ste. 300
Topeka, KS 66603

Materials can be submitted electronically to:

internships@doc.ks.gov

FOR MORE INFORMATION

- Human Resources
 - E-mail: internships@doc.ks.gov
 - Phone: (785) 296-0041



Corrections Internships

The Kansas Department of Corrections (KDOC) offers real-world work experience for undergraduate, graduate and law students.

As part of the KDOC team, interns gain an in-depth introduction to the field of corrections through an individualized learning experience.

Students interested in earning academic credit should work with their respective college or university to develop learning objectives for their internships. The internship is unpaid.

The KDOC is currently accepting applications for internships in a variety of disciplines:

- Facilities Management
- Community & Field Services
- Juvenile Services
- Victim Services
- Research
- Legal & Policy
- Human Resources

The KDOC has more than 3,600 employees, houses more than 9,600 adult inmates in eight correctional facilities and nearly 300 juveniles in two correctional facilities and supervises nearly 6,000 adult offenders under post-incarceration supervision (parole).

Areas of Study

FACILITIES MANAGEMENT

Responsible for the oversight and coordination of operations at eight correctional facilities and inmate movement. Areas of study in which interns may gain experience:

- Sentence computation
- Tracking in-absentia cases
- Grievances
- Interstate Corrections Compact
- Work release
- Jail inspections
- Emergency management
- Marketing & research

COMMUNITY & FIELD SERVICES

Supervises parole field operations and administers grants to 30 local community corrections programs.

Areas of study in which interns will gain experience:

- Obtaining collateral contracts for offenders assigned to post-release supervision
- Determining financial obligations of offenders through contact with the district courts
- Case management and evidence-based practices



JUVENILE SERVICES

Provides community-based juvenile offender services and oversees two state juvenile correctional facilities. Areas of study in which interns will gain experience:

- Juvenile Detention Alternative Initiative
- Juvenile intensive supervision probation
- Intake & assessment services
- Court-ordered custody

VICTIM SERVICES

Serves as a liaison between victims and KDOC staff, the Kansas Prisoner Review Board (PRB) and victim service providers. Intern activities will include:

- Researching prevalence of domestic violence offenders in the KDOC population
- Researching underserved populations in various geographic areas of the state
- Conducting outreach efforts to enhance services to underserved clients
- Collaborating with the PRB to develop an enhanced Victim Impact Statement