

# Xicano Development Center

## Community Organizing, Xicano History and Collective Action

**Empowering the community through education and advocacy and policy**

### Serve the People

The Xicano Development Center (XDC) is community-organizing center originally located in the Xicano/Mexicano barrio of Southwest Detroit. The XDC focuses on education and political empowerment through grassroots coalition building within the Xicano/ Latino community. We believe in the indigenous sovereignty of the Xicano people in the United States and that true change begins with the people. Our style of “low intensity organizing” endeavors to build intentional communities within greater communities. The idea is to constantly challenge the status quo as to the treatment and economic status not only of Xicanos but all oppressed people. We believe by educating and organizing preparing RAZA to take ACTION on a regular basis not just in times of crisis.

### Mission Statement

The Xicano Development Center (XDC) provides a variety of programs focused on education, advocacy and policy development to support, provide hope and strengthen the quality of life for Xicano/Latinos.

### Vision Statement

We fulfill our mission by becoming present in the lives of the people we serve to foster the development of relevant programs that will connect the Latino community to our larger society. Currently our focus is centered on the development and implementation of the following programs:

The Community Organizing Seminar  
The Gang Intervention Seminar  
Worker to Worker Seminar  
The Multicultural Diversity Presentation

### Core Values

**Education**– The XDC is committed to the education of the Xicano and Indigenous community by building bridges between Native and Latina/o communities, as well as establishing community curriculum to support sustainable political structures within the Xicano/Indigenous community.

**Self Determination** – The XDC believes all people have the right to determine their future on an individual and group basis. Indigenous peoples stripped of this basic right many times are unable to direct resources that could work for their overall benefit.

**Advocacy** – The XDC advocates within existing political structures economically, politically and culturally by working within Indigenous communities.

Self Reliance – Our community commonly looks outward for the answers to generational poverty, cultural amnesia, and internal violence. Self-reliance stems from our belief that Xicanos and Indigenous peoples will no longer be defined by European models.

Organization – The XDC promotes organization through education, practice, and implementation that provides the basic social, educational, and political structure required for effective implementation of the above core values.

### Qualifications

To qualify one needs to have a commitment to social justice and economic justice, as well as being open to working with people of different race, ethnicity, religion or sexual orientation. Participants need to be people oriented, energetic, flexible and willing to work 15-20 hrs a week. Potential interns must fill out an application and submit two letters of recommendation. A high school diploma or a college degree is not required to be an applicant for this internship. All applicants who submit a finished application will be considered seriously.

### Experience Gained

Interns will learn how to organize on a local level, working with community organizers, politicians and people who are in need of help. Interns will become informed in a number of national campaigns centered around the Xicano movement, learn their rights as a citizen and how to run a community organizing campaign at all levels. Interns will learn computer research, communication, networking skills and how to build and work in community coalitions. This experience is for high school, college students and community members who want to understand, live and shape the current Xicano/Latino movement.

### Activities

The activities the interns will engage in center on developing professional organizing skills and helping people in the fight for social justice and raising the consciousness of the community. They will do this by engaging in local politics, visiting people at their home or place of work to find out information regarding their interest in community development; organizing or participating in direct action, assisting in building coalitions between labor and community organizations, educating the public or rallying support on important community issues, campaigning for workers rights. Most importantly, all interns regardless of their position will learn the basics of our low intensity community-organizing model.

### Intern Responsibilities

Research support about the issues that groups are working on such as immigration, the effects and fallout from welfare reform, health care, living wages, corporate accountability and more. The research enables us to provide better education and strategic planning support.

Political education work includes research assistance and help with designing writing curriculum materials. Maintain computer and research files, including network and bibliographic databases.

Administrative tasks include maintaining files sorting mail searching newspapers and magazines for clippings and some photocopying.

The XDC focuses on education and political empowerment through grassroots coalition building within the Xicano/Latino community. We believe true change begins with the community. Our approach of “low intensity organizing” works to build intentional communities within greater communities. The concept is to constantly promote the rights, treatment and economic status of Xicanos and the community as a whole. We do this by dedicating, organizing and preparing people to take action on a regular basis rather than just in times of crisis.

Becoming an Intern (application)

You can apply by down loading and filling out the application at our website [xicanocenter.org](http://xicanocenter.org) and sending it to the Xicano Development Center or you can call 517-881-6505 for more information.

**Essay Questions**

Please choose one of the following questions and type a response. Do not exceed four double spaced pages.

1. What do you think are the most important problems facing Xicano/Latino peoples today and what role can you and others play toward solving it?
2. Why do you want to be an organizer?

Current Resume

Two letters of reference (please use the attached forms)

The information given above is complete and accurate to the best of my knowledge. I am aware any misrepresentation will result in the disqualification of my application.

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Print Name and Date

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Sign Name and Date

## What We Believe

The Xicano Development Center is a political re-education space for an indigenous revival. We seek to continue the political education of the Xicano Nation, which was brutally interrupted by the recent European invasion. We believe in the rights of Indigenous peoples across the world to self-determination. We must free ourselves from cultural colonialism, oppressive capitalism and governmental occupation.

We must end the oppression within our community. We do not tolerate discrimination against women, recent immigrants, Gays, Lesbian and others defined as “different” by the society, which keeps us all down. We recognize that de-colonization is personal and political. We strive to liberate our thoughts and feelings from the destructive values society taught us so we can work together.

It is imperative we build structures outside the dominant cultural system. Society is plagued by values destructive to most people. The drive to gain wealth and power distracts us from resisting the system, which takes advantage of the earth and us. To end this ugly cycle we must build structures, which support those who want to resist. In every way, from child-care to entertainment, from education to agriculture, we must begin to build the world how we want it.

It is imperative we build political institutions for our sovereign indigenous nation. The current government is occupational because it is controlled by descendants of European immigrants and because it is hierarchical. We strive to create a nation which values consensus and autonomy.

It is our aim to react not from anger and revenge, but create on the basis of national pride and love. We educate ourselves about our history so we can believe in our collective power. We learn to connect our personal day-to-day oppression with this exploitative society so we can stop blaming ourselves. We work knowing we can create a nation of justice. We believe in Aztlan.

## XDC Internship Rules

- Respect and affirm each other's differences and similarities. That includes other activists, group leaders, union members and members of the general public with whom you come into contact during the course of your experience.
- Recognize and respect each other's ideas, experiences and talents.
- BE ON TIME. It is not only courteous it is essential to respect each other's time in order for you to get the most out of your XDC internship.
- Commit being prepared and completing work and discussion assignments.
- Don't do anything illegal. We expect you to obey all laws, both as they relate to your personal conduct and your conduct as XDC interns. Violation of this rule, including the possession or use of illegal drugs, being under the influence of alcohol or driving while under the influence of alcohol while engaging in XDC business will subject you to immediate suspension or dismissal from the program.
- You should not place yourself, or encourage or influence any other XDC interns to place themselves, in a position in which you or they are likely to be arrested for any demonstration or civil disobedience.
- Realistic participation in XDC activities and discussions.
- Cooperate in creating and fostering a safe space to question and clarify shared experiences and ideas.
- Treat each other's person and property with respect.
- Be honest in your dealings with others and about what's going on with you.
- By participating in XDC internship you will be viewed as a representative of the XDC. You are expected to act accordingly. What you do and say reflects on all of us and we expect you to think and act responsibly.
- The XDC internship is an educational internship, not a social activity. Work hard, follow instructions and do your best to learn as much as you can. That's what the program is all about.
- Have Fun!

**XICANDO DEVELOPMENT CENTER  
EMERGENCY CONTRACT INFORMATION**

Intern Name \_\_\_\_\_

Site Location and Dates \_\_\_\_\_

**PERSON TO CONTACT IN CASE OF EMERGENCY**

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Daytime Telephone Number \_\_\_\_\_

Evening Telephone Number \_\_\_\_\_

Relationship \_\_\_\_\_

**INSURANCE INFORMATION**

Name of Health Insurance Plan \_\_\_\_\_

Plan Number \_\_\_\_\_ Group Number \_\_\_\_\_

**PERSONAL MEDICAL INFORMATION**

Medications currently taking \_\_\_\_\_

\_\_\_\_\_

Any medical conditions/dietary restrictions we should be aware of?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **SEXUAL HARASSMENT IS AGAINST THE LAW**

The Xicano Development Center (XDC) is committed to providing a work environment free of discrimination and sexual harassment and adamantly prohibits and discourages such behavior. Sexual harassment is prohibited by State and Federal law and XDC will not tolerate sexual harassment of any form committed by any employee, representative, or volunteer.

Sexual harassment can take many forms. It includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Sexual harassment can involve behavior directed by a person of either gender against a person of the same or opposite gender or by a supervisor towards an employee or any employee towards another employee. It may also include verbal harassment, such as epithets, derogatory comments or slurs, physical harassment, such as assault or interference with movement or work, and visual harassment, such as derogatory cartoons, drawings or posters of sexual nature.

Unwelcome sexual conduct constitutes harassment when:

- Submission to sexual conduct is made either explicitly or implicitly a term or condition of an employment;
- Submission or rejection of sexual conduct serves as a basis for decisions affecting an individual's employment; or
- Sexual conduct unreasonably interferes with an individual's work performance or creates an intimidating, hostile, or offensive work environment.

If You Are Subject to Sexual Harassment or suspect you are the victim of sexual harassment or believe you are the target of sexual harassment, you should immediately report the incident to your immediate supervisor. You are not required however, to complain to the offending individual and you are not required to report any incident to your immediate supervisor if you feel they are involved or if you are not comfortable about reporting the incident to such person.

The XDC will fully and effectively investigate reported incident and promptly advise you of its findings and of any action taken. The XDC will take whatever action it deems necessary, including disciplining or discharging, any individual, or anyone who provides information during the course of an investigation, to prevent further harassment or retaliation.

**Recommendation Form**

PRINT THIS FORM AND MAKE SURE THAT YOU SUBMIT 2 RECOMMENDATIONS

Name \_\_\_\_\_

I hereby waive my rights to see these recommendations.      YES    NO

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

**To the individual completing this form:**

Part of the application includes two recommendations from either a faculty member or employer. The Xicano Development Center would appreciate a candid reference on the above named candidate. Thank you for taking the time to fill out this form.

How long have you known this candidate?

What capacity have you known the individual?

In your opinion, how will the candidate adapt to a professional setting?

Please rate the candidate in the following areas. [On a scale of 1 (poor) to 5 (outstanding)]

Maturity	1	2	3	4	5
Respect for Others	1	2	3	4	5
Honesty	1	2	3	4	5
Tactfulness	1	2	3	4	5
Discretion	1	2	3	4	5
Work Habits	1	2	3	4	5
General Appearance	1	2	3	4	5
Organizational Skills	1	2	3	4	5
Emotional Stability	1	2	3	4	5
Motivation	1	2	3	4	5
Flexibility	1	2	3	4	5

Would you recommend the Candidate?

With some reservation \_\_\_\_\_ Without Reservation \_\_\_\_\_ Enthusiastically \_\_\_\_\_

## Xicano Development Center Internships Fall 2010

*Each of these positions will require 10 to 15 hours a week. They are unpaid positions but most can be used as independent studies and definitely meet the requirement of all known service learning classes at Michigan State University and Lansing Community College.*

Volunteers Coordinator – This position will manage all volunteers keeping track of time and skills. The coordinator will place volunteers with the appropriate programs and/or aspects of the XDC. One of the primary functions of this position will be to keep track of the number of total hours each month volunteers spend working at the XDC. This position will we learn:

1. Basic organizational policies and procedures for coordinating volunteers
2. Developing schedules for workers/Staffing
3. Basic bookkeeping (excel spreadsheets)
4. How to work and coordinator multiple programs needs.
5. Basics of the XDC's community organizing framework.

Publication Coordinator – This position will work with the Communication Specialists to manage and coordinate the XDC publications in coordination with the executive director and the publications director. Specifically this position will be responsible for assembling and preparing for publication the XDC annual report. To do this position the intern must be familiar with desktop publishing (i.e. Photoshop, Indesign, Illustrator etc.) prior work experience not necessary. This position will learn:

1. How to coordinate with different programs to assemble information in one package
2. How to produce and design an annual report for a non-profit organization.
3. Work with different XDC programs to develop literature for their needs.
4. Develop ideas for an organizational branding look and develop strategies for keeping publications within a certain look.
5. Basics of the XDC's community organizing framework.

Radio Free Aztlan – This position will work with the Communications Specialist and help produce Radio Free Aztlan a weekly podcast by the Xicano Development Center. This position will learn:

1. The basics of sound production and editing.
2. How to set up, coordinate and schedule weekly interviews on a variety of topics
3. Host own bi-weekly podcast.
4. Research topics and choose podcast subjects based on the timeliness, interest and relevancy to the Xicano/Latino Community.
5. Basics of the XDC's community organizing framework.

Finance Assistant – this position works directly with the board treasurer to create and maintain an organizational budget and program budgets. This person will also work directly with the

finance committee on the research and production of grants to fund operations and programming. This position will learn:

1. How to research and identify grant opportunities.
2. How to structure and write grant proposals.
3. How to work with and develop and organizational budget.
4. How to operate within financial guidelines for Non Profit Organizations.
5. Basics of the XDC's community organizing framework.

Community Needs Assessment – This position will work directly with the Executive Director. This position will learn the basics of performing a community assessment: creating a community base line form: education, income, political orientation data (Census etc.). This data will be turned into a comprehensive community-organizing plan that will be used to shape policy for Xicano/Latino's in mid Michigan and the around the state. This position will learn:

1. How to structure a needs assessment survey.
2. How to interpret a needs assessment survey.
3. How to produce a report based on the needs assessment.
4. How policy and advocacy are affected and enacted through needs assessments.
5. Basics of the XDC's community organizing framework.

Xicano/Latino Summit Coordinator – This position will learn the basics of conference organizing. This position will organize a yearly summit to be held in the third weekend of April in Lansing. This summit will invite community leaders to a roundtable discussion of policy and advocacy being done by Xicano/Latino organizations in the Great Lakes Region. The summit will focus on strengthening ties between organizations and the key people around the region. This position will learn:

1. The use and development of database and mailing lists – both online and hard copy.
2. How to work with a diverse group to develop policy and advocacy standards for Xicano/Latino Non Profits and grassroots organizations in the Great Lakes Region.
3. Learn budget development for conferences.
4. Assist and learn conference program development.
5. Basics of the XDC's community organizing framework.