



2008 – 2009 CPIC Chicago Resource Guide

**Featuring Information about Housing, Restaurants,
Entertainment, and More!**

I. Introduction

This City Guide is intended to help you become better acquainted with living in Chicago. Much of what you will learn about Chicago, however, you will learn from experience, and not from an information packet. Use the information here as a starting point, and if you ever find yourself confused, feel free to ask your mentor or another Intern/Fellow for help.

In a city the size of Chicago, there are hundreds of interesting places to go, to eat, to see a production, etc. The City of Chicago www.cityofchicago.org puts out a regular publication that lists what is happening each season at major venues around the metropolitan area and the Chicago Transit Authority (CTA) www.transitchicago.com has train and bus line maps to help you travel about. This includes *Ravinia*, www.ravinia.org the summer home of the Chicago Symphony, which is accessible by train from downtown and also holds various other types of concerts.

Another helpful website that allows you to plug in addresses and find the best way to get there (useful when looking for housing or getting around without a car!) is:

<http://tripsweb.rtachicago.com>

Please note that CPIC provides these materials to help you to get to know your host city. While we have spent time online researching this information, we cannot vouch for all of the information in this guide. Please use your own judgment when making a decision about the safety and affordability of the listings. These are suggestions about where to start when exploring your host city; you are not required to utilize the information about housing, restaurants, and entertainment.

II. Housing

The Neighborhoods of Chicago

There is really no better way to describe Chicago than as a city of neighborhoods. Chicago is home to close to 3 million people from hundreds of countries and backgrounds. The resulting neighborhoods reflect this same type of diversity and activity. What follows is a very cursory examination of some of the neighborhoods in the city.¹ This is by no means meant to be comprehensive; there are many neighborhoods in the city. Those listed are areas that may be of particular interest to college students, recent college grads, and young professionals.

The Loop

Boundaries: Chicago River on the north and west, Roosevelt Road to the south, and Lake Michigan on the east.

Neighborhood names: Loop, West Loop, Printer's Row, River City, Dearborn Park, and Burnham Park.

Directions:

- West Loop

Directions: Blue Line southwest to Clinton, Halsted, and Racine stops

¹ Information about the boundaries, directions, and real estate values were culled from the School of the Art Institute's Community Area Booklet and the CTA website.

- Buses: 151-Sheridan, 126-Jackson, 60-Blue Island, 131-Washington
- **Burnham Park/South Loop**
Directions: Orange Line south to Roosevelt stop; Red Line south to Harrison and Roosevelt stops. Buses: 29-State Street, 1-Indiana/Hyde Park, 3-King Drive

The Loop is named after the CTA train tracks that circle the downtown area. The Loop is the Midwest's primary commercial and shopping district. Here you will find the State Street shopping corridor, many cultural and governmental offices, and the tall office buildings that define the Chicago skyline. The newest residential patterns in the city—lofts, condominiums, hotels, and high-rise apartments—continue to emerge throughout this area. Living in the Loop can be more expensive than in other neighborhoods, but you are within walking distance of many of Chicago's premiere attractions. However, living amenities—such as grocery stores and laundromats—are noticeably absent since most of the Loop is given over to places of business. Printer's Row and Burnham Park's posh, new apartment complexes have drawn the young and affluent back into the neighborhood. On the borders of the Loop, you will find different ethnic neighborhoods, such as Greek Town at Halsted and Jackson.

North Side (of The Loop)

Boundaries: North Avenue to the north, Chicago River on the south, the lake on the east, and the North Branch of the river on the west.

Neighborhood names: Gold Coast, Cityfront Center, Old Town, River West, and Streeterville.

Directions:

Directions: Red Line north to Grand, Chicago, and Clark/Division stops Brown Line north to Merchandise Mart and Chicago stops

Buses: 151-Sheridan, 15-Shopping Loop, 33-Magnificent Mile Express

This is perhaps the most glamorous neighborhood in Chicago. The Near North Side has landmark buildings, posh apartments, and condominiums in vintage walk-ups or modern high rises. This neighborhood is home to Michigan Avenue's "Magnificent Mile," one of the most exclusive retail districts in the nation. Entertainment, transportation, and recreation are all nearby. The Gold Coast/Near North is a beautiful, quiet, convenient, and expensive neighborhood. River North has magnificent new rental high-rises, renovated loft buildings, restaurants, and office buildings. Residential lofts are in the Merchandise Mart and Gallery Districts. Prices are high and steadily rising. Many restaurants, nightclubs, and comedy clubs are in the heart of River North.

Immediately northwest of the Gold Coast is a newly revitalized neighborhood. The area on Division Street just east of the river was formerly around the site of Cabrini Green, a public housing development. However, those hi-rises have since vacated and are in the process of being torn down. In place of the hi-rises, mixed income housing—market rate condominiums, apartments, and affordable housing units—are being built in the area in the hopes of attracting businesses and young professionals. New supermarkets, businesses, and social services are pouring into the neighborhoods due to the increased gentrification of the area. Its close proximity to all of downtown and River North's attractions also makes this a very attractive area for young professionals.

LAKEVIEW

Boundaries: Irving Park then northwest along Clark up to Montrose on the north.

Ravenswood on the west, Diversey on the south, Lake Michigan on the east.

Neighborhood names: Lakeview East, West Lakeview, Wrigleyville, St. Ben's, Roscoe Village

Directions:

- Lakeview East
Directions: Red Line north to Belmont stop; Brown Line north to Wellington and Belmont stops
Buses: 22-Clark, 36-Broadway, 8-Halsted, 151-Sheridan
- West Lakeview
Directions: Brown Line north to Southport, Paulina, and Addison stops
Buses: 77-Belmont, 9-Ashland, 11-Lincoln
- Wrigleyville
Directions: Red Line north to Addison stop; Brown Line north to Southport, Paulina, and Addison stops
Buses: 8-Halsted, 36-Broadway, 22-Clark

The streets in Lakeview are pleasant and apartments can be more spacious compared to the Near North or Loop areas. Lakeview has a large singles population and an active nightlife. The area around Belmont, Clark, and Halsted streets has a lot of clubs, bars, and restaurants. It is also home to the Chicago area's largest gay-friendly environment. This community is a thriving commercial area that has more than 300 retail stores—from antiques and bookshops to thrift stores and candle/incense shops. In summer, spring, and fall, the lakefront path is a popular spot for runners, rollerbladers, cyclists, or people just out for a leisurely stroll. Wrigleyville surrounds Wrigley Field, home of the Chicago Cubs, a source of great pride and joy in the neighborhood; avoid the areas around Wrigley at all costs during games as traffic tends to be horrendous. Apartments in Wrigleyville tend to be a bit more expensive due to its fantastic location, but there are affordable options in the area; one just has to look for them.

WEST TOWN

Boundaries: Bloomingdale on the north, Kedzie on the west, Kinzie on the south, and the North Branch of the Chicago River on the east.

Neighborhood names: Wicker Park, East Village, Noble Square, Ukrainian Village.

Directions:

- Noble Square
Directions: Blue Line northwest to Chicago stop
Buses: 8-Halsted, 9-Ashland, 65-Grand, 66-Chicago, 70-Division
- Ukrainian Village/East Village
Directions: Blue Line northwest to Chicago stop
Buses: 9-Ashland, 66-Chicago
- Wicker Park
Directions: Blue Line northwest to Division and Damen stops
Buses: 56-Milwaukee, 70-Division, 72-North Ave.

West Town is a multi-ethnic community in the process of being rehabbed by many people in the arts. Artists, students, young professionals, and working people have moved to this neighborhood in recent years. New cafés, progressive galleries, bars, and clubs have opened along Division Street and Milwaukee Avenue. The neighborhood tends to have reasonably priced apartments, although prices have risen in the past five years due to its growing

popularity. There are few, if any, studio/efficiency apartments in this area. Wicker Park also includes the North Avenue, Milwaukee, and Damen Area (known as the Six Corners) where you can find a lot of great restaurants, bars, and clubs, not to mention many places to hear great live music any night of the week. Ukrainian Village is known for its European-style churches, Victorian-style housing, and window flower boxes.

UPTOWN

Boundaries: Foster on the north, Ravenswood on the west, Irving Park on the south, Lake Michigan on the east.

Neighborhood names: Buena Park, Sheridan Park.

Directions:

Directions: Red Line north to Sheridan, Wilson, and Lawrence stops

Buses: 36-Broadway, 151-Sheridan

Uptown is a diverse community in the midst of change. This once glamorous neighborhood has many apartment buildings undergoing rehab. Many community groups are working to clean up the neighborhood, reduce crime, and attract investment. Many three-room apartments are being renovated into affordable condominiums. Uptown is home to several venues (the Riviera Theatre and the Aragon Ballroom), as well as the Green Mill, one of the best jazz clubs in Chicago. This area is a great alternative to living in Lakeview. It is just north of Wrigleyville and well connected to its busy nightlife by bus or train. There are a great number of apartments in the area as well.

ROGERS PARK

Boundaries: Howard on the north, Damen on the west, Devon on the south, and the lake on the east.

Neighborhood names: Loyola, East Rogers Park.

Directions: Red Line north to Loyola, Morse, and Howard stops.

Rogers Park may be Chicago's most ethnically diverse neighborhood. This neighborhood is home to Loyola University and, as a result, a lot of commercial businesses and services that cater to students/young professionals thrive in this area. The neighborhood has a strong Community Action Network and Community Council. These community organizations work to make this area attractive to families and young professionals by reducing crime, providing social services, and fostering local businesses. Rogers Park is a popular summertime recreation area. It has eight beaches, several bookstores, restaurants, coffee shops, and movie theaters. Commuting takes at least 35 minutes on the "El" to the Loop. Public safety may be a concern in Rogers Park; when travelling at night, use caution especially in the northern part of the area.

LINCOLN PARK

Boundaries: Diversey on the north, the North Branch of the Chicago River on the west, North Avenue on the south, and Lake Michigan on the east.

Neighborhood names: DePaul, Lincoln Park.

Directions: Red Line north to Fullerton; Brown Line north to Armitage, Fullerton, and Diversey stops.

Buses: 11-Lincoln, 22-Clark, 36-Broadway, 9-Halsted

Many of the city's young professionals have made this upscale community their home. This neighborhood has the highest per capita income in the entire city. Boutiques, restaurants, and theaters are located here. Some of Lincoln Park's best resources include its park, recreational areas, lagoons, beaches, museums, and the Lincoln Park Zoo. The streets in Lincoln Park are lined with trees and are very beautiful. The area around DePaul University attracts the college crowd and young renters and contains many notable saloons, theaters, and movie houses. Living in Lincoln Park tends to be expensive, but there is also some housing stock aimed at the undergrads/grad students in the area.

LINCOLN SQUARE & NORTH CENTER

Boundaries: Peterson to Western and down to Bryn Mawr on the north, the North Shore Channel and the North Branch of the Chicago River on the west, Ravenswood on the east, to Diversey on the south.

Neighborhood names: Ravenswood, Lincoln Square, Roscoe Village.

Directions: Brown Line north to Paulina, Addison, Irving Park, Montrose, and Damen stops.

Buses: 11-Lincoln, 9-Ashland.

Ravenswood is one of Chicago's first planned neighborhoods, known for its Victorian and Prairie School homes, tree-lined streets, and wide lots. This is one of the more family-oriented neighborhoods that Chicago has to offer. It has a distinct working-class/middle-class feel to it. This could be a good neighborhood for people who are looking for affordable housing due to the moderate prices and quiet residential streets. Roscoe Village can be a more affordable alternative to people who want to live close to the "Lakeview scene." Many ethnic businesses, new restaurants, and a variety of services have opened to cater to the young professionals moving to this area.

EDGEWATER / ANDERSONVILLE

Boundaries: Devon on the north, Foster on the south, Ravenswood on the west, and the lake on the east.

Neighborhood names: Edgewater, Andersonville.

This neighborhood has a mix of architectural styles. There are high-rises with panoramic views along the lake, mid-century courtyard buildings a little further west, and tree-lined streets with an increasingly trendy business district west of Clark St. This area has become popular with young urban professionals and rehabbers relocating from Lakeview and Lincoln Park. Edgewater has a beach with fishing pier and flower-lined walking paths.

WEST SIDE (of The Loop)

HUMBOLT PARK

Boundaries: Milwaukee Railroad tracks on the north, the Chicago and North Western Railroad on the south and west, and from California north to Chicago west to Sacramento and up to Kedzie on the east.

This area is home to the city's vibrant Puerto Rican community. The area is composed of mostly recent immigrants and working class families. The neighborhood is close to the young Wicker Park/Ukrainian Village area.

LOGAN SQUARE

Boundaries: Diversey on the north, Pulaski on the west, Bloomingdale on the south, and the North Branch of the Chicago River on the east.

Neighborhood names: Logan Square, Bucktown.

Directions

- Logan Square
Directions: Blue Line northwest to California and Logan Square stops
Buses: 56-Milwaukee, 9-Ashland
- Bucktown
Directions: Blue Line northwest to Damen and Western stops
Buses: 8-Halsted, 9-Ashland, 65-Grand, 66-Chicago, 70-Division

Logan Square's historic architecture, its close location, spacious apartments, and affordable prices are enticing the young middle-class to the area. It is a diverse and attractive historic neighborhood with landmarks, boulevards, and parks. Logan Square is primarily a family oriented neighborhood that is undergoing gentrification. However, there are still a lot of affordable apartments in the area. For example, there are commercial and residential loft spaces in the Gallery Point section of Bucktown.

SOUTH SIDE (of The Loop)**NEAR SOUTH SIDE & LOWER WEST SIDE**

Boundaries: Roosevelt on the north, the South Branch of the Chicago River on the west, 26th Street on the south, the lake to the east.

NEAR WEST SIDE

Boundaries: Chicago and North Western Railroad on the north, 16th Street on the south, the South Branch of the Chicago River on the east, and Talman Avenue on the west.

Neighborhood names: South Loop, Pilsen, Heart of Chicago, Little Tuscany, China Town, Jackson Blvd. Historic District, University Village, Little Italy, Taylor Street, West Loop, Bridgeport, and Tri-Taylor.

Directions

Directions: Blue Line southwest to Halsted stop; Red Line to Cermak/Chinatown.
Buses: 8-Halsted, 12-Roosevelt, 126-Jackson.

These neighborhoods are home to two major ethnic enclaves in Chicago. Pilsen has been a port-of-entry area to all nationalities for over a century. East Pilsen has artists who live and work in renovated buildings. Farther west, colorful murals cover the sides of many buildings, depicting scenes of Latin life and myth. Small grocery stores and affordable Mexican restaurants are abundant. Pilsen is home to the nationally renowned Mexican Fine Arts Center Museum. An equally vibrant community can be found further south in Chinatown where Chinese restaurants and shops are in abundance.

KENWOOD/HYDE PARK

Boundaries: 35th on the north to 71st street on the south; the lake on the east, and the Kennedy Expressway to the west.

Neighborhood names: Woodlawn, Oakland, Bronzeville

Directions: Red Line to 35th, 47th, 55th, and 61st street stops.

Buses: 6-Jeffrey Express (to and from downtown), 28-Stony Island, 55-55th Street, 51-

51st Street

This is a beautiful and affordable residential area south of the downtown area. The University of Chicago is located in Hyde Park, an area which has numerous restaurants and coffee houses that cater to the student population. The housing stock in this area is very beautiful, especially the Kenwood Mansions. There are a lot of affordable housing options for housing for students and grad students in the area. Public safety is likely a concern in Hyde Park—particularly on its easternmost and southernmost parts. This area also has Jackson and Washington Parks (the former was the site of the 1893 Columbian Exposition) as well as the Midway Plaisance Park that runs through the University of Chicago.

Websites and General Services

These websites contain for the most part housing listings from all over the country. Check out a few to see if they might be advertising the apartment or sublet you have been dreaming of. Please be aware that you should make your own decisions about whether or not to use these websites and the housing options they may provide.

<http://marketplace.uchicago.edu>.
<http://www.rent.com>
<http://www.apartmentguide.com>
<http://www.apartmentsearch.com>
<http://www.chamberofcommerce.com>
<http://www.collegesublease.com>
<http://www.dailyjolt.com>
<http://www.easyroommate.com>
<http://www.forrent.com>
<http://www.housing4students.com/main.jsp>
<http://www.internhousing.com>
<http://www.metroroommates.com>
<http://www.move.com>
<http://www.sublease.com>
<http://www.thehousingforum.com>
<http://www.thesublet.com>

<http://www.cityofchicago.org> - City of Chicago services
<http://www.choosechicago.com> - Chicago Convention and Tourism Bureau

As you begin to look for housing, please remember that OCS maintains a collection of up-to-date guides that include tips on finding longer-term accommodations. The **Let's Go** travel guides are also an excellent resource. Be certain to check in with your employer – they may have some good leads to offer as well.

Craigslist is a favorite among college students and recent grads for finding short- and long-term accommodations: <http://chicago.craigslist.org/>

Local Newspapers

CHICAGO GLOBE: <http://www.chicagoglob.com>

CHICAGO NEWS DAILY: <http://www.chicago-news-daily.com>

CHICAGO READER: <http://www.chireader.com>

CHICAGO SUN-TIMES: <http://www.suntimes.com/index/>

CHICAGO TRIBUNE: <http://www.chicagotribune.com>

SOUTH TOWN STAR: <http://www.southtownstar.com>

THE INSIDER: <http://www.insideonline.com>

Local College Newspapers:

<http://www.chicagoflame.com>

<http://maroon.uchicago.edu>

<http://www.ccchronicle.com>

<http://www.thedepaulia.com>

<http://www.loyolaphoenix.com>

<http://www.dailynorthwestern.com>

Housing Resources at Local Colleges

Housing at local colleges did not seem to be offered as widely as it is in other cities, but the University of Illinois - Chicago seemed to provide one such option:

Make sure you screen this housing option yourself.

<http://www.housing.uic.edu/news/sumintern.html>

More apartment hunting tips . . .

- Check out Craigslist; there are tons of apartments listed on it, and it is free. There are services in the city that claim to offer access to unlisted apartments for a fee – some people have had luck with these and others have just wasted money.
- If you have a particular neighborhood you would like to live in, it is worth it to take a stroll around and look for the “for rent” signs in windows.
- Don’t think that just because you have submitted the security deposit the apartment is yours – it’s not over until you’ve actually signed the contract!
- Make sure to photocopy all records.
- Have credit reports ready for yourself and everyone moving in you. You can get free copies online. www.freecreditreport.com
- Set aside a pretty big chunk of time to look for an apartment – it can be time consuming! Consider subletting for your first month or so in the city to give you time to find your own apartment.
- Bring a digital camera and take pictures of apartments as you visit so that you can remember them later; believe me, after you’ve looked around at a bunch of them you definitely will not remember the first one you saw! Also bring a tape measure so that you can get room dimensions – most landlords do not have these readily available.
- When you respond to an ad, find out if the landlord has other properties. It’s a good idea to ask a lot of questions over the phone to avoid wasting your time visiting a place that doesn’t meet your criteria. You might want to ask about parking spaces, proximity to public transportation, AC, washer/dryer, included utilities, etc.
- Apartment Guide Magazines: These are free and can generally be found in grocery stores near clusters of newspaper vending machines.
- Spend time with potential roommates, and make sure you are compatible. You don’t need to be best friends, but you have to make sure that you’d feel comfortable and safe living with them.

Before You Set Off . . .

- Get information from your co-signer – name, address, occupation, and contact info – if you have one.
- Collect names and phone numbers of former employers, landlords, and others who can provide references for you.
- Work out credit status/settle debts – the smallest problems can affect your approval.
- Establish account(s) with a local bank. Options include SunTrust, First Union, or Bank of America, which are all national.
- Finally, don’t be discouraged by a lot of people at an open house. The market is tough, but many people agree to get the place and then, do not. Houses and apartments often go to the tenth (or even later) person on the list.
- Also, if you found a listing that you really liked, but the landlord says it is taken, don’t be afraid to call back in a week, to make sure nothing fell through.

Housing Profile

Address: _____

Contact: _____ Phone: _____

Safety

- Well-lit area? _____
- Well-traveled area? _____
- Number of locks/doors/intercom system for building entrance _____
- Number of locks on apartment door _____
- Smoke detector _____ Carbon monoxide detector (This can be purchased at a low cost and can be installed simply by plugging it into the wall.) _____
- Security, doorman _____
- Means of egress _____

Condition

- Signs of radiator or pipe leakage _____
- Heater and/or air conditioner? _____
- Does the refrigerator/freezer function well? _____
- Water pressure in kitchen and bathroom _____
- Look under the sink. Bug killing supplies are signs of pest problems. _____
- Screens in windows? _____
- Super's repair responsibilities _____
- How to contact super _____
- Working phone jacks _____
- Wiring problems around electrical outlets _____
- Working outlets, light switches _____
- Painting or floor waxing necessary _____

Conveniences

- Cable-ready _____
- Laundry on premises – in apartment or in building _____
- Closet space _____
- Parking availability _____
- Metro/bus access _____
- Pool, fitness room _____

III. Transportation

Public Transportation

Chicago Transit Authority
Merchandise Mart Plaza
P.O. Box 3555
312-664-7200
Customer Service: 800-YOUR-CTA
www.transitchicago.com

One of the best things about Chicago is its public transportation system. You can get pretty much anywhere you need to within the city using public transportation. The Chicago Transit Authority (CTA) is the city's version of the MBTA, but with a much wider net of train and bus service.

The CTA offers direct service from Chicago's two main airports and downtown, convenient bus and train lines to major attractions, and—unlike Boston's T—runs well past 12:20 a.m. Instead of the T, Chicago has the "E" or simply "L," referring to the elevated loop rail service that runs through the heart of downtown. Following Boston's enlightened lead, the CTA train lines are named after colors (Red, Orange, Yellow, Green, Blue, Purple, and Brown) that spread outward from the city center into the surrounding area. Unlike Boston's Red line, the CTA's Red Line runs 24 hours a day, 7 days a week. Other L lines have varying schedules; check the CTA's website for more details. Aside from its already extensive bus schedule, CTA also has specific OWL bus service which runs on various routes from 1 to 5 a.m. For more specifics about times and routes, check out the CTA's website: www.transitchicago.com. It also has detailed system maps that show all bus and train lines in any quadrant of the city, as well as detailed schedules for each bus route and train stop. Print versions of these maps—the CTA System Map and Downtown Sightseeing Guide—are also available for free at any train station.

The fare for one bus or train ride is \$1.75. While you may pay by cash/change at any bus/train stop, the easiest way to pay for the L is by using the CTA Transit Cards at any train station. You can put any amount of money you want on the Transit Cards and the fare register will deduct the fare whenever you use the card. The cards are reusable, making them even more convenient. The Transit Cards also make using transfers easier. If you take another bus or train within three hours of the first ride you put on your Transit Card (for example, you board a bus after you get off the train), your second ride will only cost you \$0.25 and your third ride will be free. It is important to note that you can *only* have up to two transfer rides per full fare and that transfers are *only* good within 3 hours of the paid full fare.

If you are commuting or entertaining guests in town for several days, purchasing CTA Monthly and Visitor Passes may be a good value. Buying a pass entitles the user to unlimited bus or train rides for a specified length of time, beginning from the time of initial use. Visitor Passes are sold in 1, 2, 3, and 5-day increments, while monthly passes are good for 30 days. Passes are sold at local grocery chains; check the CTA website for exact details and locations.

Airports

O'Hare International Airport
773-686-2200

Midway Airport
5700 S. Cicero Avenue
773-838-0600

Chicago is fortunate enough to be serviced by two airports on opposite sides of the city, allowing travelers to pick which airport is most convenient for their needs. O'Hare International Airport is located just outside the city's northwest corner while Midway Airport is on the city's southwest side. Of the two, O'Hare is the larger airport, home of United Airlines and the "infamous" lighted tunnel walkway connecting Terminal 2 to the baggage claim that Diddy used as the backdrop in a 1997 video.

Both airports are connected to downtown Chicago by rapid transit train (see Train Transportation section). O'Hare is at the end of the Blue line and is about 45-50 minutes by train from downtown. Blue Line trains leave from inside the terminal on the lower level every five to ten minutes during days and evenings and every thirty minutes from 1 to 5 a.m. On the Orange Line, Midway is only 30 minutes from downtown. Orange Line trains leave from a station connected to the east side of the airport and run every five to fifteen minutes daily from 3:55 a.m. to 1:51 a.m.

You can also take cabs to either airport. Taxis are available at the lower level of each O'Hare terminal from 6 a.m. to 1 a.m. A ride from O'Hare to downtown Chicago takes approximately 30 minutes and costs about \$35-\$40. At Midway, taxis are located in front of the main terminal. A cab ride from midway to downtown costs between \$27 and \$30 and takes 20-30 minutes.

Regional Rail

Metra
547 W. Jackson Boulevard
312-322-6777

Metra is analogous to Boston's Commuter Rail system. It runs from four major downtown terminals and runs to outlying suburbs/towns. Trains run frequently during rush hours, and every one to three hours outside of those periods. Single-ride tickets fares start at under \$2. Metra also features special fare programs like the \$5 Weekend Pass, which offers unlimited rides on Saturday and Sunday.

Taxi Services

In Chicago, you pay the amount shown on the taximeter, plus any tolls. The meter should start at \$1.90 and then increase \$1.60 for every mile, or \$2.00 for every six minutes of waiting time. There is no extra charge for baggage or credit card use, and tipping is optional. The numbers below are for city cabs; if you want to take a cab to/from a suburb, you would have

to call a suburban cab company to avoid an additional charge (some cab companies will charge you the meter fare and a half for going out of zone).

American-United Cab Association
2353 W. Belmont Avenue; 773-248-7600
Checker Taxi Association
845 W. Washington Blvd; 312-243-2573

Wolley Cab
120 E. 18th St.; 877-829-4222
Yellow Cab Management
1730 S. Indiana Ave; 312-TAXI-CAB

IV. Entertainment

These listings have been compiled from online sources and former Fellows and Interns. For the most up-to-date information, please call.

Restaurants

BENIHANA
166 E. Superior Street
(312) 664-9643
www.benihana.com
Japanese Teppanyaki

PORTILLO'S HOT DOGS
100 W. Ontario
(312) 587-8910
www.portillos.com
Theme: 20s, 30s, 40s, Gangster

LE PEEP
1010 W. Washington Blvd
(312) 563-9990
www.lepeep.com
Breakfast and Lunch

GIORDANO'S
Famous Chicago Deep Dish Pizza
<http://www.giordanos.com/>

PHOENIX
2131 S. Archer Ave.
(312) 328-0848
Dim Sum

Attractions

GRANT PARK

www.chicagoparkdistrict.com

MILLENNIUM PARK

www.millenniumpark.org

RAVINIA FESTIVAL

www.ravinia.org

NAVY PIER

www.navy pier.com

**Mentor, Alumni/ae,
and
Participant
Information**

Center for Public Interest Careers Mentor – Mentee Guidelines

Purpose of the Mentor Component

A central feature of the CPIC Fellowship and Internship program is the formation of a mentoring relationship between Harvard alumni/ae and current Interns and Fellows. Many of the Fellows and Interns move to communities with which they are unfamiliar. They begin work in organizations that are also new to them. The Harvard alumnus/a mentor serves as a friend, advisor, listener, guide, and advocate. The mentor is a person with whom the Fellow/Intern can share concerns, discuss issues, and develop contacts. With the proper attention, this relationship can be an excellent learning experience for both partners.

Please be certain to complete the Mentor – Mentee Agreement at the end of this section of the Resource Guide. This agreement will act as the roadmap for the duration of your summer/yearlong relationship. The agreement should be seen as the starting point for the relationship, both as a point of departure and a point of return should the need arise. This is not to be seen as a static document, but something that can be renegotiated depending on whether or not it is useful!²

Mentees

As a mentee, it is your responsibility to take ownership of your learning and development needs. You must assess your areas of strength and development so you can establish a mentoring plan and grow as a person. This plan should include goals you would like to accomplish through a mentoring relationship, ways you will be held accountable for success or failure to accomplish those goals, and boundaries you want to place on the relationship, such as focusing it only on professional aspects of your life. It is also your responsibility to initiate contact with a mentor and ensure the mentor helps you attain your goals.

As a Mentee, You are Expected to:

- Initiate and drive the relationship
- Identify initial learning goals
- Seek feedback
- Take an active role in your own learning
- Initiate periodic update meetings
- Allocate time and energy
- Follow through on commitments or renegotiate appropriately
- Maintain an appropriate, professional relationship with your mentor

² Much of what follows is quoted at length from “Understanding What Is Expected Of Me As A Mentee Or Mentor” from Triple Creek’s Mentoring Newsletter April 2004, www.3creek.com.

A Mentee/ Should:

- **Contact your mentor as soon as possible** to arrange a first meeting, possibly even prior to starting the Internship/Fellowship, to complete the Mentor – Mentee Agreement (below).
- Attend city events and educational functions. Follow up with your mentor on any questions/issues these functions may raise. **Please make an extra effort to attend the first scheduled meeting.**
- Take advantage of the resources the mentor has. Ask questions and come to meetings with topics you would like to discuss.
- Return calls and emails from your mentor in a reasonable time frame.
- Find out about your mentor's career path. How have they arrived to this point in their career? Visit your mentor's place of work, if deemed appropriate.
- Relax and have fun!

As a Mentee, You are Not Expected to:

- Be an expert
- Know all the questions you should ask
- Get things right the first time
- Fit all learning into one mentoring relationship
- Look to the mentor for all answers about your work
- Be submissive in the relationship
- Feel it is imperative to develop a friendship with the mentor

A Mentee Should Not:

- Feel as if you have to be in constant contact with your mentor. The amount of contact you will have will depend on various factors.
- Expect that your mentor will pick up the bill when meeting over a meal or snack.
- Expect that the mentor will “fix” all of your problems at your Internship or Fellowship. Please contact CPIC if difficulties should arise at your placement.

Mentor

As a mentor, it is your responsibility to provide guidance to your mentee based on his/her learning needs and development areas. You can accomplish this in several ways and through various roles. You could act as a resource, advisor, teacher, coach, model, sponsor, consultant, or guide. Yet, no matter what role you play, remember that you are responsible for being the professional in this relationship or, if need be, for helping the mentee find access to the appropriate experts. The points below provide a quick reference guideline of what is expected of you.

As a Mentor, You are Expected to:

- Have reasonable expectations of the mentee
- Act as a resource
- Provide feedback
- Allocate time and energy
- Help the mentee develop an appropriate learning plan
- Follow through on commitments or renegotiate appropriately
- Maintain an appropriate, professional relationship with your mentee

A Mentor Should:

- **Contact your mentee as soon as possible** to arrange a time to meet and complete the Mentor – Mentee Agreement (below).
- Provide guidance to your mentee based on his/her learning needs and development areas.
- In cities with multiple Fellows/Interns, participate in regular gatherings of Fellows/Interns to learn about various fields and agencies and to socialize with one another, as your schedule permits. **Please make an extra effort to attend the first scheduled meeting.**
- Communicate with your mentee on a regular basis, particularly at the beginning of the summer/year when everything is still new and uncertain.
- Use a combination of phone-calls, e-mails, visits, and group events to stay in touch with your mentee. See the Mentor – Mentee Agreement below.
- Visit the Fellow's/Intern's organization early on to meet the mentee's supervisor and other employees of the organization, if appropriate and if the mentee approves. This visit serves two purposes: to get a better sense of the work the mentee is expected to do and the issues he/she must address, as well as to increase Harvard's credibility with the agency for future placements.
- To the extent possible, assist your mentee in finding housing and other arrangements if needed.

- Expand, whenever possible, the Fellow's/Intern's experience by providing exposure to related aspects of the community and introductions to relevant individuals and organizations.
- Talk to your mentee about a variety of issues including:
 - His/her work situation. Is your mentee meeting his/her learning goals? If the mentee isn't finding the work interesting or challenging enough, brainstorm ways of trying to address the problem. Notify CPIC staff.
 - His/her career plans, next steps, graduate school, etc. and help connect your mentee with people who may be able to provide further insight.
 - Any other concerns he/she may have, including those articulated in the Mentor – Mentee Agreement, which should be completed within the first two weeks of the placement.
- Relax and have fun!!!

As a Mentor, You are Not Expected to:

- Drive the relationship
- Seek out the mentee
- Do the work for the mentee
- Manage the mentee as a supervisor would
- Be an expert in every imaginable development area
- Feel it is imperative to develop a friendship with the mentee

A Mentor Should Not:

- Feel as if you have to be in constant contact with your mentee. **Use the Mentor – Mentee Agreement as your guide.** The degree of involvement will depend in large part on the personalities of the mentor and mentee, how well the mentee has adjusted to your city, what sort of a social network the mentee has, etc. There are many instances in which there's not a whole lot of contact between mentor and mentee; **please just make the effort early** and continue to be available as a resource, in case you are needed. The mentee may want minimal contact, or he/she may welcome substantial contact.
- Try to help with a concern/problem troubling your mentee without first talking to him/her and getting his/her approval.
- Try to resolve a problem at the mentee's organization without first talking to the mentee and CPIC staff. There may be some other dynamic at work at the organization and/or with CPIC

Mentor – Mentee Relationship

Now that you understand specific responsibilities for mentees and mentors, it is also important to realize that there are responsibilities you and your mentoring partner will accomplish together.

What do mentees and mentors do together?

- Share past experiences, identify goals, design plans, and build skills.
- Debrief one another on meetings, projects, events, etc.
- Partner and brainstorm around projects and tasks.
- Role-play situations faced by the mentee.
- Share perspectives of a particular matter under discussion.
- Challenge each other on assumptions.

The on-going mentor-mentee contact may include discussion of such topics as:

- Learning goals for the placement. How you are ensuring they are met and what ways the mentoring relationship can help meet them.
- Social adjustment to the host city and professional adjustment to life beyond Harvard.
- The pros and cons of the public interest sector compared to the private sector.
- For Interns: the academic coursework the Intern might consider that would be helpful in a public service career.
- General questions/concerns/issues about the host organization: What is the mission of the host organization? How is the organization's mission communicated to its staff? What strategies and tactics is the organization using to achieve its goals? How well is the organization doing – socially and financially? What are the organization's principal constituencies? How does the organization serve the needs and interests of its constituencies?
- What ideas can the mentor contribute from his/her own experiences that are relevant to the above questions and their possible answers?
- Any other topic the Fellow or Intern is interested in discussing. **Remember, it is the mentee's responsibility to drive the relationship.**

By understanding what is expected of you as a mentee or mentor, you can focus your attention on the mentoring relationship itself, rather than on whether or not you are correctly fulfilling your role. This will save you time and energy, which you can in turn focus on your mentoring partner.

Mentor – Mentee Sample Introductory Activity

Here are some topics to get an initial conversation started. Both the mentor and mentee can share the following information. The initial discussion should not focus on professional experience or credentials, but instead the goal should be to **get to know one another as people**.

Name

Age

Number of siblings

Languages spoken at home

City of birth

Last book you read for pleasure

Most exotic locale visited

CD currently in your CD player

Current recreational interests

Now...find at least three things you have in common with each other.

For the mentor, think back to your undergraduate/graduate years...If you are the mentee, think about what your life is like right now...take turns completing these phrases, with as much detail as you like...

I chose to attend Harvard...

My public service experiences are/were...

Social life at Harvard is/was...

I selected my concentration because...

A faculty member I connect(ed) well with is/was...

One thing I will never forget about my undergraduate/graduate years is...

What attracts you to the public interest sector?

The Center for Public Interest Careers

Mentor – Mentee Agreement

Use this form as a guide to discuss your expectations for the mentor – mentee relationship. Feel free to skip those questions that you do not find useful or helpful.

Expectations

We have reviewed/discussed the mentee's Host Organization Agreement Form, which includes his/her supervisor's name and contact information. The mentee's learning goals for the summer/year are...

- 1.
- 2.
- 3.

We also have reviewed the above expectations for the mentor and mentee. We have found the two most important features of these expectations to be...

- 1.
- 2.

Recalling what the mentee asked for in a mentor and in addition to support for his/her learning goals, the mentee hopes to gain the following from the mentor – mentee relationship...

- 1.
- 2.
- 3.

Communication

Every time we meet or exchange emails/phone calls, I would like to be certain to touch on...

It is best for us to communicate by...

The best day of the week/time of the day for us to communicate is...

We will do our best to communicate at least every...

Generally, I am unavailable before/after...

I plan to be away for vacation this summer...

One article in the reading packet (below) we will plan to read and discuss the next time we meet is...

Renegotiation

If I am unable to meet these commitments, I will inform my counterpart, and renegotiate this agreement...

Other important items we would like to include...

Mentee: _____
Address: _____

Phone: _____
Cell: _____
Email: _____

Mentor: _____
Address: _____

Phone: _____
Cell: _____
Email: _____

Alumni/ae Networking Tips

In addition to your alumni/ae Area Coordinator and your mentor, there are other alumni/ae in our network who have expressed interested in serving as contacts for you.

While your mentor might be able to provide you with additional contacts in your area of interest, this list provides you with another excellent resource by which to learn about and begin to build a network of contacts within the public interest sector.

The Alumni/ae Contact List is available by contacting CPIC staff. If you would like to reach out to alumni/ae, please contact Amanda Sonis Glynn (asglynn@fas.harvard.edu) or Travis Lovett (tlovett@fas.harvard.edu).

We hope that you will reach out to them, regardless of their position, issue area, or geographic location.

What type of things might you ask these contacts? The Office of Career Services at Harvard University provides some great insight into networking. Here are some key points about networking and career conversations from their website.

Networking is NOT:

- "schmoozing"
- just being friendly
- nepotism
- just a shorter way of saying "It's not what you know, it's who you know..."
- a personal sales pitch

Networking IS:

- building relationships

Networking is attentively and consciously meeting people, being interested in them, remembering who they are and what they do, and exchanging information with them over time.

Why Network?

Networking can be used in many ways in your job search and throughout your career to:

- *Conduct field research* - Learn about a specific field that you are interested in.
- *Explore careers* - Learn about what types of work exist in different fields.
- *Obtain information about organizations* - Learn about an organization for which you might want to work.
- *Obtain career advice* - Ask people in the world of work about how you might prepare yourself for a certain field or position.
- *Seek job-search advice* - Ask for suggestions of people you might contact for information about job or internship possibilities.

- *Create your own job or internship* - Identify an activity or a type of work that you would like to do and find someone who is willing to let you do it.
- *"Sanity-check" your approach* - Test your hypotheses about your "hire-ability" in a field or organization by asking the opinion of someone currently working within it.

Networking Etiquette and Guidelines

No matter whom you contact, etiquette is important in building and maintaining relationships.

- Be well-prepared. Be able to articulate as much as you know about what you are looking for in your career, job search, etc.
- Always be professional, courteous, and considerate.
- Be interested in the people you meet. Most people enjoy the chance to tell you about their own careers and activities.
- Be genuine. Possess a sincere desire to learn. Be honest in asking for advice. If you are only interested in asking for a job, it will show, no matter how you disguise it.
- Be gracious. Write a thank you letter when people take time to meet with you.
- Stay in touch. Update people in your network when you make significant progress in your research or job search.
- Give back. Know enough about the people you meet to keep their needs in mind as you continue to network. You may be able to pass on ideas, articles, and contacts that will interest them.

Read more about networking on the OCS website at <http://www.ocs.fas.harvard.edu/students/resources/networking.htm>. Remember to use good judgment about the amount of time you request when you contact people. Do not overstay your welcome, and do not "return to the well" too many times.

Informational Interviewing Tips

When writing or calling to request an informational interview, **be clear and direct** about the goal of your interview (information, *not* jobs) and the time commitment (suggest 30-40 minutes). Always cite your referral/source when introducing yourself by phone or letter. Try to meet with them at their workplace at their convenience, but be prepared to settle graciously for a phone interview, even on the spot if necessary (...so have your list of questions ready).

DO . . .

- **Act professionally**, as you would for any interview. Call to confirm a day or so ahead, dress appropriately, and arrive a little early so that you can experience the work environment and relax before your appointment.
- **Listen attentively** and gear your questions to the flow of the conversation, without losing track of the time and your specific goals.
- **Jot down any special points**, clarify any terms you don't know or anything you don't understand, and keep track of any referrals or suggestions. Finish writing down what you have learned immediately after the interview.
- **Ask for additional referrals** from your contact. Expand your network of contacts.
- **Stay within your time limit**, unless the career advisor indicates otherwise. Be sensitive to nonverbal clues that it is time to end the interview.
- **WRITE A THANK-YOU NOTE.** The advisor should be thanked for his or her time and thought, even if he or she tried to discourage you or does not seem to be in a position to help you in the future. (A handwritten note is fine, but treat it as a *professional* correspondence.)

Even after the thank-you note, **keep your contacts informed** of your career development progress. Not only do they really appreciate hearing about you, but you maintain your relationships with them. Ask permission to keep in periodic contact.

DON'T. . .

- **Ask them for a job**—even indirectly.
- **Forget to send a thank-you note**, even for a phone appointment.
- **Speak with only one or two people** and assume their views are representative of the field.

Matters of Judgment

1. **Whether to write or call first.** Call first if they have indicated that they would like to be contacted by phone or to confirm information you need to write to them (such as address, title, or correct spelling of name). Write first if you think the contact would

appreciate having a brief introduction by mail (or e-mail) and a sense of what you are exploring or if you are not confident about presenting yourself over the phone. Remember, even when writing, you must follow up with a call. Experiment to see what works best for you.

2. **How and when to present a resumé.** You should always bring copies of your resume to an appointment with an advisor. Make sure that you treat it as an efficient way to give your contact a sense of your background or as something that you seek advice on, rather than as a ploy to get a job. It is best to present your resumé near the end of the meeting.
3. **To pay or not to pay** (for the lunch, drink, etc.). A good rule of thumb is "S/he who invites offers to pay." So be prepared to offer to pay, or—as is more likely—to pay for your own meal or to graciously accept their offer to pay.
4. **Self-presentation and your own expectations.** Remember, first of all, to be yourself, but also be sensitive to the impression you make (career advisors have noted in the past the extremes of arrogance and self-deprecation). Make sure that your expectations are realistic: know what you hope to learn about their career field, and don't expect them to offer you a job or to provide you with general career counseling. (If you're feeling vague and unfocused, see a counselor at OCS.)
5. **Going back to ask for job-hunting help.** If you feel you have established rapport with someone, it is reasonable to re-contact the person *later* when you have narrowed your focus and begun a job search. Write or call the advisor and remind him or her of your previous contact, explain your current situation and goals, and ask if he or she would mind passing along your resumé or letting you know of job leads.

A Final Note

Informational interviewing requires time, energy, and a positive and appreciative attitude. The investment repays itself many times over by generating invaluable information, skills, and contacts in a process you can use throughout your life. In the future be willing to be a career advisor for others who may be conducting informational interviews.

**Familiarizing
Yourself with Civic
Indicators
And the Public
Interest Sector
In Chicago**

Familiarizing Yourself with Civic Indicators And the Public Interest Sector In Chicago

Metropolis Plan: Choices for the Chicago Region is a prescription for healthier regional growth and development. The six-county Chicago area will grow by over a million and a half people over the next three decades. We will add some 800,000 new jobs and over a million new cars. Will that growth be a source of strength, diversity, opportunity, and economic vitality? Or will it be a source of congestion, pollution, and growing inequality? The Metropolis Plan is a blueprint for building a better region.

http://www.metropolisplan.org/5_3.htm

<http://www.chicagometropolis2020.org/>

The Young Nonprofit Professionals Network (YNPN) promotes an efficient, viable, and inclusive nonprofit sector that supports the growth, learning, and development of young professionals. The organization engages and supports future nonprofit and community leaders through professional development, networking, and social opportunities designed for young people involved in Chicago's nonprofit community.

<http://www.ynpnchicago.org/>

Independent Sector is committed to strengthening, empowering, and partnering with nonprofit and philanthropic organizations in their work on behalf of the public good. Its membership of nonprofit organizations, foundations, and corporate philanthropy programs collectively represents tens of thousands of charitable groups serving every cause in every region of the country, as well as millions of donors and volunteers.

http://www.independentsector.org/Nonprofit_Information_Center/information_center.html

The State Public Interest Research Groups are an alliance of state-based, citizen-funded organizations that advocate for the public interest. PIRGs uncover threats to public health and well-being and fight to end them, using the time-tested tools of investigative research, media exposes, grassroots organizing, advocacy, and litigation. The state PIRGs' mission is to deliver persistent, result-oriented activism that protects the environment, encourages a fair marketplace for consumers, and fosters responsive, democratic government.

<http://www.illinoispirg.org/>