

## Internship Application

Please answer the following questions as best as you can and submit back to Susan Zehren at [szehren@philadelphia.wish.org](mailto:szehren@philadelphia.wish.org). Please be as specific as possible. Please send a cover letter, writing sample and resume with your submission. Your writing sample should be an editorial, work of fiction or a personal essay rather than an academic paper. We are interested in your ability to tell a story and engage your reader.

1. We have four positions each semester. One focuses on the wish/volunteer department, one focuses on fundraising/public relations, one focuses on events and the other focuses on writing. Please indicate which you would prefer. We will do our best to accommodate preferences and gear your experience to your career aspirations.
2. Please describe your availability and hours requirements if applicable (days, hours, time off needed, etc.) Please include any blocks of time you will need off such as vacation, finals, etc.
3. Please provide some background on your schooling and major.
4. Describe your long-term career goals.
5. Why do you want to intern for Make-A-Wish?
6. What are some strengths you have that you feel can benefit our office?
7. What is most important to you in an internship position?
8. Do you have reliable transportation? Our offices are in Blue Bell and Lancaster and internship duties must be performed in the office. We do not currently offer internships at Wilmington office.
9. Are you able to come to the office for an in-person interview?
10. Please provide any additional information that you feel will help us fully understand your interests and abilities.

# Internship Application



## General Information

Name: \_\_\_\_\_ College/University \_\_\_\_\_

Email: \_\_\_\_\_ Major: \_\_\_\_\_

Phone: \_\_\_\_\_ Anticipated Graduation Date: \_\_\_\_\_ GPA: \_\_\_\_\_

Current Address: \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Permanent Address: \_\_\_\_\_ City, State, Zip \_\_\_\_\_

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## Desired Internship Focus Area (Please check all that apply):

Program/Volunteer

Fundraising/PR

Writing

Events

## Semester Availability

Spring

Summer

Fall

Dates

Total Hrs a week available

**Days and Times Available**

Monday: \_\_\_\_\_

Tuesday: \_\_\_\_\_

Wednesday: \_\_\_\_\_

Thursday: \_\_\_\_\_

Friday: \_\_\_\_\_

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## Other Languages Spoken