

Parks & Trails New York

Communications Internship Application Form

1. Contact Information

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (home): _____ (cell) _____

Email: _____

2) Interests and availability

Ideal dates of internship: (start) _____ (end) _____

Circle the days & time that you would be available.

Monday a.m. or p.m.

Tuesday a.m. or p.m.

Wednesday a.m. or p.m.

Thursday a.m. or p.m.

Friday a.m.

Available for special evening or weekend events? Yes or No

4) Educational Background

Circle last year of education:

College 1 2 3 4 graduate

Name of University/College _____

Major/Area of Focus/Related Coursework: _____

Answers to questions 5-9 can be submitted on a separate page

5) Characteristics, skills, experiences that will assist you as a communications assistant

6) Experience - Please particularly let us know about the following:

- Volunteer experience.
- Experience in writing or in marketing.
- Experience with computers, websites, e-communications, social networking.

7) Why do you want to be an intern with Park & Trails New York?

8) List your most recent employment history

9) References - Please provide two references and contact information, with at least one being a former employer or supervisor of your volunteer work

Applicant Signature

Date