



WASHINGTON
PAVILION

Washington Pavilion Internship Application

Please specify the internship session for which you are applying:

Fall (September-December) Spring (January-May) Summer (May-August)

Please note that although all of our internship positions are unpaid, they provide invaluable experience in the non-profit work environment and valuable partnerships for future endeavors.

Contact Information

Please print and fill out all sections completely.

Name _____ Date of Application _____

Email Address _____

Phone number _____

Current Address _____

City _____ State _____ Zip _____

Permanent Address _____

City _____ State _____ Zip _____

Education and Experience

Please print and fill out all applicable sections.

College/University _____ Date of Graduation _____

Major/Minor _____

Honors/Awards _____

Relevant Coursework and Extracurricular Activities _____

Graduate School _____ Date of Graduation _____

Course/Major _____ Degree _____

Honors/Awards _____

Relevant Coursework and Extracurricular Activities _____

List any special skills, training, interests, and/or hobbies (Computer, Language, etc.)

Cultural Travel Experiences _____

Internship Preferences

Please number, in order of preference, up to three areas in which you are interested.
A list of available internship positions is available at washingtonpavilion.org.
Rate choices 1-3, with 1 signifying highest interest.

_____ Box Office	_____ Marketing/Public Relations
_____ Development/Grants	_____ Science
_____ Education <small>(includes DAPA Music/Theatre)</small>	_____ Technology
_____ Event Planning	_____ Theatre
_____ Graphic Design	_____ Visual Arts

I am interested in a variety of museum areas, and I am open to a placement that best suits my skills.

I am particularly interested in the following internship(s), as listed on the Washington Pavilion's website:

References

Please provide two professional references.

1. Name _____
Position/Title _____
Email _____ Phone _____
2. Name _____
Position/Title _____
Email _____ Phone _____

Academic Credit

Will you seek academic credit for this internship if accepted? Yes No

If seeking academic credit, interns are responsible for obtaining and meeting their specific program requirements. The Washington Pavilion will provide necessary documentation for credit upon request.

If yes, please list the contact information of your College or University Advisor:

Name _____ Position/Title _____
Address _____
Phone _____ Email _____

How many credits will you earn for this internship? _____

How many total hours will you need for credit? _____

Schedule/Availability

Anticipated number of hours available per week: _____

Days and times available (check all that apply):

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evening							

Attachments

Please submit the following materials as part of your application submission.

1. **Résumé:** Attach a résumé in which you list relevant coursework, work and/or volunteer experience, and other experiences that relate to the internship for which you are applying.
2. **Personal Statement:** In the space below or on a separate sheet of paper, please write a short proposal stating how an internship at the Washington Pavilion relates to your academic and career goals. What do you hope to gain from an internship with the Washington Pavilion?

Statement of Understanding

I hereby certify that the information contained in this application is true and complete to the best of my knowledge. I understand that all of the information contained in the application is subject to verification by Washington Pavilion Management, Inc. Applicants may be subject to a criminal record check.

Signature: _____ Date: _____

Please return completed application and attachments to:

Washington Pavilion
301 S Main Ave.
Sioux Falls, SD 57104

605.367.7397 x 2320 **phone**
employment@washingtonpavilion.org **email**



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washingtonpavilion.org