

INTERNSHIP APPLICATION

Please send this application with a cover letter & current resume to the appropriate Internship Coordinator.

OKC OFFICE TULSA OFFICE

Ashlie Deline: adeline@oklahoma.wish.org
Erin Howard: ehoward@oklahoma.wish.org

CONTACT INFORMATION				
Full Name:				
Current Street Address:				
City:	State:	Zip:		
E-mail Address:	Phone Number (Preferred):			
College Attending:	Year in College:			
Major:	Minor (if applicable):			

AVAILABILITY						
Oklahoma City Office:		Tulsa Office:				
Are you available to attend an intern training and a minimum of 2 events outside office hours?						
Are you able to commit to volunteering on one wish during the span of your internship?						
This internship requires 12-15 hours (minimum) working in the office weekly. We also require a minimum commitment of 180 <i>total</i> hours. Please list your availability between 8:30am-5:30pm next to each day below.						
Monday:	Tuesday:	Wednesday:		Thur	sday:	Friday:
Please note which semester you would like to complete an internship with Make-A-Wish® Oklahoma. Preference may be given to applicants able to work more than one semester.						
Spring (January-May)	ary-May): Summer (May-August): Fall (August-December):		cember):			

INTERESTS		
Please rank 1-6 (1 being the most preferred position)		
Accounting (OKC only):	Fundraising/Events:	
Media:	Volunteer Management (OKC only):	
Wish-Granting (position #1 OKC only):	Wish-Granting (position #2):	

SKILLS

Please list software and computer programs you have used and note how comfortable & advanced your experience using these tools.



NON-PROFIT/VOLUNTEER EXPERIENCE
Please list all volunteer or non-profit experience. Please provide details for any previous internships or jobs you've held in the non-profit sector.
INTERNSHIP REQUIREMENTS
Would you like to complete this internship for course credit? If so, please describe the requirements. If not, please explain your own personal objectives/goals.
PREFERRED POSITION
On page 1, you noted which position you prefer. Please explain why and share any relevant experience. Do you have any concerns regarding this position? Are you willing to work in another department?



MAKE-A-WISH EXPERIENCE/HISTORY	
Please share your understanding of our history and mission. Also, be sure to include any information about experience you have working with Make-A-Wish, if applicable.	

ADDITIONAL QUESTIONS		
Please explain why you believe you should be considered for an internship with the Make-A-Wish® Oklahoma.		

PROFESSIONAL REFERENCES				
Please list 2 professional references. We prefer references to be able to speak about relevant skills pertaining to the position you are seeking. No relatives please. This is required in order to be considered.				
REFERENCE #1				
First & Last Name:				
Relationship to you:				
E-mail Address:	Phone Number:			
REFERENCE #2:				
First & Last Name:				
Relationship to you:				
E-mail Address:	Phone Number:			

OUR POLICY

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.

Thank you for your interest in the Make-A-Wish® Oklahoma Internship Program.