

Volunteer Intern Application

Make-A-Wish® Orange County and the Inland Empire



CONTACT INFORMATION

First Name:	Middle:	Last Name:	<input type="checkbox"/> Male <input type="checkbox"/> Female	
Address of Current Residence:		City	State	Zip
Permanent Address (if different from above):		City	State	Zip
Home Phone: () -		Cell Phone: () -		
E-mail:		Birth Month:	Day:	
Employer:		Employer Address:		
Work Phone: () -		May we contact you at work? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Would your company be interested in becoming involved with Make-A-Wish? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Emergency Contact:		Relationship:		
Emergency Contact Phone: () -				
Do you have a valid Driver's License? <input type="checkbox"/> Yes <input type="checkbox"/> No			State:	
Driver's License suspended or revoked in any state? <input type="checkbox"/> Yes <input type="checkbox"/> No			If Yes, please explain:	
Have you ever been convicted of a crime? <input type="checkbox"/> Yes <input type="checkbox"/> No			If Yes, please explain:	
Bilingual? <input type="checkbox"/> Yes <input type="checkbox"/> No	Language(s) [please specify - fluent, intermediate, or beginner]:			

VOLUNTEER INFORMATION

How did you hear about Make-A-Wish®?
In a few words, describe yourself and what motivated you to intern at this time in your life.
What are you looking to get out of this intern experience?

INTERNSHIP PREFERENCES

Session applying for: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer		Interning for school credit? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Desired # hours a week:	Total # hours required:	What School?	
I am interested in the following department(s) <i>*If available</i> :			
IRVINE OFFICE <input type="checkbox"/> Program Services (Wish) <input type="checkbox"/> Volunteer Services <input type="checkbox"/> Event Planning <input type="checkbox"/> Public Relations/Marketing <input type="checkbox"/> Development/Fundraising <input type="checkbox"/> Office Admin. <input type="checkbox"/> Graphic Design <input type="checkbox"/> Web Design <input type="checkbox"/> Community Outreach <input type="checkbox"/> Other:		RIVERSIDE OFFICE <input type="checkbox"/> Program Services (Wish) <input type="checkbox"/> Volunteer Services <input type="checkbox"/> Development <input type="checkbox"/> Office Admin. <input type="checkbox"/> Community Outreach <input type="checkbox"/> Other:	

SKILLS & EXPERIENCE

Please rate your experience in/with the following (*not all are required):				
	No Experience		Basic Knowledge	Advanced
MS Office – Word	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MS Office – Excel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MS Office – Publisher	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MS Office – Outlook	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Blackbaud/Raiser's Edge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have experience with any other programs, software, databases, etc.? Please specify.				

AVAILABILITY

Are you available to intern for more than one semester/session? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Approx. Start Date:		Approx. End Date:		Preferred Office: <input type="checkbox"/> Riverside <input type="checkbox"/> Irvine	
What will be your primary mode of transportation to your internship?					
How did you find out about this internship?					
SCHEDULE Our offices are open 8am-5pm, Mon-Fri.	Monday	Tuesday	Wednesday	Thursday	Friday
	<input type="checkbox"/> Morning <input type="checkbox"/> Mid-Day <input type="checkbox"/> Afternoon <input type="checkbox"/> Time:	<input type="checkbox"/> Morning <input type="checkbox"/> Mid-Day <input type="checkbox"/> Afternoon <input type="checkbox"/> Time:	<input type="checkbox"/> Morning <input type="checkbox"/> Mid-Day <input type="checkbox"/> Afternoon <input type="checkbox"/> Time:	<input type="checkbox"/> Morning <input type="checkbox"/> Mid-Day <input type="checkbox"/> Afternoon <input type="checkbox"/> Time:	<input type="checkbox"/> Morning <input type="checkbox"/> Mid-Day <input type="checkbox"/> Afternoon <input type="checkbox"/> Time:

- I certify that I am at least 18 years of age.
- I have completed and reviewed this entire application and attest that the information provided is true.
- I understand that becoming a volunteer intern with the Make-A-Wish Orange County and the Inland Empire requires completion of a criminal background check (cost = \$26.03) as well as a formal intern orientation.

Signature: _____ Date: / /