



Internship Application

To be considered for an internship with Make-A-Wish San Diego, **fill out this application and attach a resume & cover letter** detailing your qualifications and any other information we may find valuable.

Completed packets will be assessed and if considered, you will be contacted for next steps. Please note, our needs vary at any given time and unfortunately not all applicants will be contacted.

More information, including job descriptions & application deadlines can be found online at:

sandiego.wish.org/internships

Questions? Call (858) 707-9474 or email internships@wishesandiego.org

Name: _____

Phone Number: _____

E-mail Address: _____

Mailing Address: _____

Birth Date: _____

*You must be at least 18 years of age to apply.

I am applying for...

- SUMMER** May 1st – August 31st
- FALL** September 1st – December 31st
- SPRING** January 1st – April 30th

Please note, our needs vary at any given time and internship start/end dates are flexible

Please select an internship to apply for (may choose more than one):

- | | |
|--|--|
| <input type="checkbox"/> Special Events Intern | <input type="checkbox"/> Wish Department Intern |
| <input type="checkbox"/> Marketing/Communications Intern | <input type="checkbox"/> Medical Outreach Intern |
| <input type="checkbox"/> Kids For Wish Kids Intern | <input type="checkbox"/> Wish Assist Intern |
| <input type="checkbox"/> Development Department Intern | <input type="checkbox"/> Volunteer Intern |
| <input type="checkbox"/> Donor Care Intern | |



Interests & Skills (please check all that apply):

- Fundraising
- Event Coordination
- Marketing/Communications
- Media/Public Relations
- Administrative Work/Data Entry
- Finance
- Volunteer Coordination
- Bilingual?
If so, what language: _____
- Public Speaking
- Graphic Design
- Web Design
- Other _____

Are you a Student?

- Yes
- No

If Yes, please fill out the following:

School/University: _____

Year/Grade: _____

Major/Area of Study: _____

Please list or attach any relevant coursework below:

Will you require proof of hours for class or community service requirements?

- Yes
- No

Availability and Hours

Make-A-Wish interns may work in the office during our normal business hours: 9am-5pm Monday through Thursday, and on Fridays from 9am-3pm. Occasionally, events may also occur on weekends or in the evenings. We ask that all interns are able to commit to a total of 10-20+ hours/week in the office with a set weekly schedule.

How many Hours a Week would you be able to commit?

- 10-15 hours/week
- 15-20 hours/week
- 20+ hours/week



What Days of the Week & Times are you available?

<input type="checkbox"/> Monday	<input type="checkbox"/> Tuesday	<input type="checkbox"/> Wednesday	<input type="checkbox"/> Thursday	<input type="checkbox"/> Friday
from	from	from	from	from
__: __ am/pm	__: __ am/pm	__: __ am/pm	__: __ am/pm	__: __ am/pm
to	to	to	to	to
__: __ am/pm	__: __ am/pm	__: __ am/pm	__: __ am/pm	__: __ am/pm

Should you be selected for an internship, what specific dates would you be available?

Start Date: _____ End Date: _____

Please list any other time commitments or conflicts that we should be aware of below:

How did you hear about Make-A-Wish?

What are you looking to gain from this internship experience?

Attach a **current resume and cover letter** and send your completed application to:

Make-A-Wish San Diego
Attn: Internships
2440 Hotel Circle North #200
San Diego, CA 92108

Or email to internships@wishesandiego.org