



# General Intern Application

Applicants must email this application and resume to [assistant@eden-centers.org](mailto:assistant@eden-centers.org)  
Applicants are welcome to have a professor, supervisor, or mentor who can speak to their qualifications, work ethic, and character submit a professional letter of recommendation on their behalf by the application deadline to the same email as above.  
Subject line of the email should be "Intern Recommendation- Name of Applicant"

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Email \_\_\_\_\_ Phone Number \_\_\_\_\_

Local Address \_\_\_\_\_

Birth Date \_\_\_\_\_ Profession/Major \_\_\_\_\_ Years in NOLA \_\_\_\_\_

Expected Graduation (MM/YY) \_\_\_\_\_ Internship for course credit ( Y / N )

Applying for: Fall 2024 \_\_\_\_\_ Spring 2025 \_\_\_\_\_ Summer 2025 \_\_\_\_\_

## What is your availability?

(Please include specific hours between 9am-5pm. Note: Our expectation is ~10 hours/week over 3 days/week.)

Monday: \_\_\_\_\_

Tuesday: \_\_\_\_\_

Wednesday: \_\_\_\_\_

Thursday: \_\_\_\_\_

Friday: \_\_\_\_\_

## Internship Responsibilities that interest you:

- Administration
- Development
  
- Resident Support
- Social Media
  - Please submit 3-5 examples of media content
- Social Enterprise
- Other (please specify)

\_\_\_\_\_

Do you have access to a car and would you be willing to use it for Eden Centers needs? (Mileage will be reimbursed) Yes \_\_\_\_\_ No \_\_\_\_\_

For Summer interns only: What are the dates you to which would be able to commit?

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_



***Short Answer Questions:***

**Tell us a little bit about yourself (besides what we can see from your resume).**

**Why are you interested in interning with Eden Centers and what do you hope to learn here?**

**How do you see an internship at Eden Centers connected to your course of study or your professional development?**

**List any skills you possess that you hope to utilize while working with Eden Centers.**

**List any experiences or course work you have that would be relevant to working with Eden Centers.**



To help us better assess your strengths, please rate your comfort level with the following circumstances using the scale below.

**Note: low scores are not always seen negatively**

**1-I avoid this 2- I only do this when forced 3- Whatever 4-I enjoy this 5- I was born to do this**

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
Working with people from a different background other than your own?					
Initiating conversation with a stranger?					
Presenting and/or public speaking?					
Gardening Activities					
Organizing Activities/ home maintenance					
Expressing thoughts or opinions about programs to program leader					
Expressing thoughts or opinions about administrative processes to administrator					