

EveryMind and its partner agencies do not discriminate against applicants because of race, gender, age, national origin, disability, veteran status, sexual orientation or any other category protected by applicable law. Candidates for placement may request any necessary accommodation to participate in the application process.

Applicants:

- Please attach a current resume that includes employment experience, an internship application from your university (if applicable) and the 300 word essay requested in Part II, page 3.
- Applicants will be asked to interview. Please be aware that application does not guarantee placement will be available and that applicants may not arrange their own placements.
- **ALL APPLICANTS WHO WILL BE WORKING WITH CHILDREN OR ADOLESCENTS MUST BE FINGERPRINTED. A fingerprinting appointment will be scheduled after placement has been confirmed.**

Part I: To be Completed by the Applicant

Please PRINT OR TYPE all requested information.

Last Name:			First Name:			Middle Name:		
Street Address:								
City, State, Zip:								
Date you are submitting this application:								
Primary Phone #:					Alternative Phone #:			
Primary Email:					Alternative Email:			
Current Employer (if appropriate):								
Work phone:					Name of Work Supervisor:			
Please list any languages you speak fluently (other than English):								

Please list two individuals as Professional References:

1. Name: _____	Relationship: _____	SSSSSSSSS_
Phone: _____	Email: _____	SSSSSSSSS
2. Name: _____	Relationship: _____	SSSSSSSSS_
Phone: _____	Email: _____	SSSSSSSSS

Please list two individuals as Emergency Contacts:

1. Name: _____	Relationship: _____	SSSSSSSSS_
Phone: _____	Email: _____	SSSSSSSSS
2. Name: _____	Relationship: _____	SSSSSSSSS_
Phone: _____	Email: _____	SSSSSSSSS

College/University Information:	
Internship for which semester(s)? Check all that apply. <input type="checkbox"/> Fall 20____ <input type="checkbox"/> Spring 20____ <input type="checkbox"/> Summer 20____ Start date: _____ End date: _____	
How many hours/week:	Days/week:
College/University:	Degree to Be Earned:
Expected Graduation Date:	Grade Point Average:
College/University Program: <input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate <input type="checkbox"/> Other: _____ Field of Concentration: <input type="checkbox"/> Social Work <input type="checkbox"/> Counseling <input type="checkbox"/> Psychology <input type="checkbox"/> Public Health <input type="checkbox"/> Sociology <input type="checkbox"/> Public Policy <input type="checkbox"/> Cultural Studies <input type="checkbox"/> Human Resources <input type="checkbox"/> Communications <input type="checkbox"/> Nonprofit Management <input type="checkbox"/> Foreign Language (please specify): _____ <input type="checkbox"/> Other (please specify): _____	
College/University Contact:	
Contact's Email:	
Contact's Address:	Contact's Phone:

Please list all educational institutions you have attended since graduation from high school:	
1. School: _____ Did you graduate? Yes No Degree Earned: _____ Year? _____ Major Course of Study: _____ Location: (City, State, Country): _____	
2. School: _____ Did you graduate? Yes No Degree Earned: _____ Year? _____ Major Course of Study: _____ Location: (City, State, Country): _____	
3. School: _____ Did you graduate? Yes No Degree Earned: _____ Year? _____ Major Course of Study: _____ Location: (City, State, Country): _____	

Part II: Personal Statement

Please PRINT OR TYPE all requested information.

Please describe why you are interested in working in human services, any unique qualifications and skills you bring to the field and experiences relevant to working with diverse populations. Be sure to let us know the specific program and population(s) with which you wish to focus your internship experience and why. Please answer in no more than 300 words and include as a separate document to this application.

Part III: To be Completed by Student and College/University Contact

Please PRINT OR TYPE all requested information.

Briefly describe your placement requirements: Days per week: Mon Tue Wed Thu Fri

Total # of hours per week: _____ Total # of hours required for internship: _____

Hours/ Week of required supervision: _____ Total # of face-to-face client hours: _____

Required qualifications of supervisor (degree, licensure, experience, etc.):

LGSW LCSW / LCSW-C LGPC LCPC Master's Bachelor's Other: _____

Please list any additional requirements, pertinent information or comments below:

Signature of University Contact: _____ **Date:** _____

I affirm that the information provided in this application is accurate and complete to the best of my knowledge. I understand the application does not guarantee placement with EveryMind or one of its partner agencies. I understand the internship placement may be terminated at any time if conditions warrant it.

Signature of Applicant: _____ **Date:** _____

Please send completed application to:

Rameela Tuladhar, Volunteer Coordinator

intern@Every-Mind.org | Fax: 301.783.1030

Part IV: To be Completed by the EveryMind Volunteer Coordinator

Date of Application Receipt: _____ Screening Date: _____ Recommended for placement? _____

Program Placement: _____ Field Supervisor: _____

Background Screening Required: Criminal Child Protective Services

Orientation Date: _____

Signature of EVERYMIND Volunteer Coordinator: _____ **Date:** _____