

INTERNSHIP APPLICATION

Applicant Information:

Name: _____ Date: _____

Address: _____

City, State, Zip: _____

Daytime Phone: _____ Home Phone: _____

Email Address: _____ Birthday (mm/dd/yy): _____

Emergency Contact (name, relationship and phone): _____

How did you learn about our Internship Program? _____

Are you pursuing this Internship for academic credit? _____

If yes, how many hours do you need and when is the deadline? _____

Internship Interests:

Which Internship position are you applying for?

- Education
- Communications
- Visitor Services & Special Events
- Graphic Design
- Gala - Development

Please indicate time or day preferences for the Internship:

Mon	am	to	pm
<hr/>			
Tues	am	to	pm
<hr/>			
Wed	am	to	pm
<hr/>			
Thurs	am	to	pm
<hr/>			
Fri	am	to	pm
<hr/>			
Sat	am	to	pm
<hr/>			

Background Information:

Please list your education experience:

Name of Educational Institution	Description of Program
_____	_____
_____	_____
_____	_____

Please list your volunteer and/or paid work experience:

Name of Organization	Description of Experience
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Personal Information:

Please include the following with the application:

1. Resume or C.V.
2. Letter of interest (up to 500 words describing why you want to be an Intern at UMOCA, what skills you bring to the internship, and what you hope to gain from the experience).
3. Contact information for three professional references.

These are recommended but not required:

4. At least one letter of recommendation from a professional or educational reference.
5. Academic transcript- does not need to be an official copy.
6. Additional materials may be needed based on the internship for which you are applying.

If you will be receiving academic credit for your Internship, please attach the guidelines and/or requirements of your program.

Applicant Signature/Initials:

By signing below, applicant acknowledges that this is an unpaid internship.

Signature _____

Please Return Completed Application to:

Jessica Simpson, Visitor Experience Coordinator
Utah Museum of Contemporary Art
20 S. West Temple
Salt Lake City, UT 84101
Phone: 801-328-4201 ext.112 Fax: 801-322-4323
Jessica.simpson@utahmoca.org