Internship Application Form EMR5

Interviews will be held on Monday, October 7 from 1-4 pm

and on Wednesday, October 9 from 3 to 6 pm.

Name: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone number: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

University: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Degree Program and Year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Why are you interested in applying for this internship?

What experience do you have working with computers and projectors?

What experience do you have working with Google Drive, Google docs, or PowerPoint?

How many hours do you ultimately want to work for this internship? Are there days or times when you are not available?\*\*

Are you detail-oriented? If so, are you interested in serving as the Head Intern?

\*\*There are currently no fixed times for the interns beyond the period of November 13-16, when the hours are: Wednesday 11 am-7 pm; Thursday 8 am-7 pm; Friday 8 am-7 pm, and Saturday 8 am-9:30/10 pm. Quite a bit of the work can be done from home, such as finalizing the name tags or working on creating a schedule or writing to the speakers to have them upload their PowerPoint presentations onto a shared drive. We will also meet together as a group to see the venues where the conference will be held, learn how to work load the PowerPoint presentations, work the projectors, create the packets of information. Those days are likely Friday, October 25 and Thursday or Friday, November 7 and/or 8, according to needs and scheduling. There is some flexibility regarding these days, depending on the interns that we choose. We will select a total of eight interns and one of them will be given the task of helping to organize the others.