



SCOTTSDALE CULTURAL COUNCIL GENERAL INTERNSHIP APPLICATION

PERSONAL INFORMATION

Name _____
Last First Middle
Address _____
Street City State Zip Code
Phone # _____ E-mail Address _____

AREAS of INTEREST

Division: ☐ Scottsdale Cultural Council ☐ Scottsdale Center for the Performing Arts ☐ SMOCA ☐ Public Art

Areas of Interest:

☐ Research ☐ Administration ☐ Development ☐ Marketing ☐ Fundraising
☐ Programming ☐ Curatorial ☐ Education ☐ Event Planning ☐ Special Events
☐ Nonprofit Management ☐ Exhibitions ☐ Graphic Design

EDUCATION

High School _____ Location _____

Number of years attended _____ Did you graduate? ☐ Yes ☐ No Subjects Studied _____

College _____ Location _____

Areas of study _____

Level: Freshman Sophomore Junior Senior Graduate Recent Graduate

If recent graduate, number of years attended _____ Degree Received _____

Business/Trade School _____ Location _____

Number of years attended _____ Did you graduate? ☐ Yes ☐ No Subjects Studied _____

GENERAL SKILLS & EXPERIENCE

GENERAL

☐ Customer service
☐ Professional communication
☐ Filing/records management
☐ People management skills
☐ Research skills
☐ Budget management

COMPUTER SKILLS

☐ Efficient typing capabilities
☐ MS Office
☐ SQL database management
☐ Internet
☐ Adobe Photoshop
☐ MS Publisher

WRITING SKILLS

☐ Research
☐ Academic
☐ Press releases
☐ Proposals
☐ Grant writing
☐ Newsletters

TECHNICAL

☐ Precision with tools
☐ Maintaining/repairing objects
☐ Operating/driving equipment
☐ Carpentry/lighting/audio
☐ First aid/incident response

Languages: Please indicate which languages you can read and/or speak

AVAILABILITY

What term are you applying for? ☐ Fall ☐ Spring ☐ Summer ☐ Other _____

Will you be receiving academic credit? ☐ YES ☐ NO How many hours do you need for credit? _____

GENERAL QUESTIONS

What are your long-term career goals?

What additional skills can you bring to the organization?

What skills do you wish to gain from your experience?

CERTIFICATION

I hereby certify that, to the best of my knowledge, all the information contained in this internship application is true and correct. I am also aware that the Scottsdale Cultural Council may run a background check to verify my eligibility.

Applicant's Signature _____ Date _____