

ECI

ECUMENICAL COUNSELING INSTITUTE INTERNSHIP APPLICATION FORM

POST OFFICE BOX 55489 WASHINGTON, DC 20040

ECI is an affirmative action/equal employment opportunity employer, Discrimination because of race, color, religion, sex, handicap, sexual orientation or national origin is prohibited.

In order to be considered for an internship, you must submit a signed and completed application form along with a cover letter and your resume. Please refer to the Internship Opportunities (information on the second page of this application) to select areas of interest, skills and your potential in making a difference at ECI, that is applicable to your Volunteer/Intern Requirement. All application items must be submitted as complete package. Incomplete applications will not be reviewed.

Name: _____ DOB) _____ Age _____

Street Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ E-mail: _____

Work Phone: _____ Cell Phone: _____

Social Security Number: _____ U.S. Citizens (yes) (no) _____

Occupation: _____ (F) (PT)

Employer: _____

Emergency Contact Name: _____

Emergency Phone Numbers: _____

Why are you interested in volunteering/interning with ECI? Include if this is for school/college, court order community service, etc. _____

If this is for a school/college internship, please provide the name of the school/college and advisor name and contact information: _____

What do you hope to gain from your experience at ECI? _____

What previous experience, if any, have you had with ECI? _____

How many hours per week to you want to volunteer/intern and for what period of time? _____:

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Hours							

What skills, training, knowledge, or experience do you have that will assist in volunteering/interning?__

Have you ever been convicted of a crime? If yes, Please explain The outcome; _____

Please check the kind of volunteer/intern work you would be willing to do to benefit ECI?

- Date Entry/Word Processing Grant writing Proposal Development
 ECI Web Letter Web Site Development Editing/Writing News Letter
 Research and Report Writing Program Monitoring Workshops/ Seminars Planning
 Public Speaking Marketing/Publicity/Advertising _____

Please provide 3 references that are not related to you:

Name	Relationship	Daytime Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please read the following carefully before signing this application:

I understand that this is an application for and not a commitment or promise of volunteer/intern opportunity. I certify that I have and will provide information throughout the selection process. Including on this application for a volunteer/intern position and in interviews with ECI that is true, correct, and complete to the best of my knowledge. I understand that any misrepresentations or omissions may be cause for my immediate rejection as an applicant for a position with ECI or my termination as an intern.

I certify that I am over 18 years and I do not need Parental Permission to volunteer/interning at ECI

Signature: _____ Date : : _____