



Naturalist Internship Application Package

NATURALIST INTERNSHIP APPLICATION INFORMATION

Application Procedure:

A Naturalist Intern MUST be receiving academic credit from, or fulfilling an academic requirement for an educational institution or be a recent graduate. In most instances, interns are upper division majors or minors in the area of biological sciences, pre-veterinary medicine, conservation biology or related field.

Internships are paid, 12 weeks in length and 37.5 hours per week and run between mid-May and mid-August.

Your application must include:

- Completed application form
- Cover Letter including a paragraph explaining why you are interested in an internship at the WNC Nature Center
- Resume
- Transcripts
- Letter of recommendation from an advisor or supervisor
- Completed references sheet with three references
- Proof of Tetanus within last 10 years
- Proof of PPD (TB test)

Please note: Incomplete applications packets will not be considered.

Application deadline is April 15, 2009.

Applications can be mailed, emailed, or faxed to:

**HENRY BULLUCK
WNC NATURE CENTER
75 GASHES CREEK ROAD
ASHEVILLE, NC 28805**

FAX#: (828)350-0064

EMAIL: hbulluck@ashevillenc.gov



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PERSONAL INFORMATION

Application Date: _____

Name: _____
(Last) (First) (MI)

Permanent Address: _____
(Street address)

City: _____ State: _____ Zip Code: _____

Telephone: _____ Email: _____

Birthdate: _____ SSN#: _____

Date available to start work: _____

Education Level	School Name & Location	Last Year Completed	Major & Degree	GPA
High School			(Graduated) Yes No	n/a
College		1 2 3 4 5 6 (circle one)		

Computer skills and training: _____

Other relevant training and experience: _____



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EMERGENCY INFORMATION

Do you have any medical conditions that we should be aware of in case of a medical emergency?

Emergency Contact: _____ Relationship: _____

Phone Number (Day): _____

Phone Number (Evening): _____

BACKGROUND INFORMATION

Have you ever been convicted of a crime? YES NO

If yes, list all convictions, showing offense and date: _____

Have you ever been known by any other name(s) which the Nature Center will require to verify any of the information contained in this application? If yes, list here: _____

Have you lived in any other state in the past five years? If so, which? _____

AUTHORIZATION FOR RELEASE OF INFORMATION

I understand that the information on my volunteer application is subject to check and verification by the Friends of the WNC Nature Center, and that my previous and present employers, organizations, and volunteer associations may be asked for information as to my character and record with them.

I hereby grant permission to the Friends of the WNC Nature Center to contact these employers, organizations, and volunteer associations, and further, I hereby authorize my former and/or present employers, organizations, and volunteer associations to give any information as to my character and employment record with them.

I also grant permission to the Friends of the WNC Nature Center to obtain information from and/or copy police and court records in order to conduct a pre-internship investigation on me.

I hereby release from all liability and damage those individuals, companies, organizations, or agencies who provide information as stated above. Should I become an intern, I agree to comply with all rules and regulations of the Friends of the WNC Nature Center and the City of Asheville.

Signature:

Date:



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REFERENCE #1

Name: _____
(Last) (First) (MI)

Permanent Address: _____
(Street address)

City: _____ State: _____ Zip Code: _____

Telephone: _____ Relationship: _____

REFERENCE #2

Name: _____
(Last) (First) (MI)

Permanent Address: _____
(Street address)

City: _____ State: _____ Zip Code: _____

Telephone: _____ Relationship: _____

REFERENCE #3

Name: _____
(Last) (First) (MI)

Permanent Address: _____
(Street address)

City: _____ State: _____ Zip Code: _____

Telephone: _____ Relationship: _____