



INTERNSHIP APPLICATION

Thank you for your interest in Make-A-Wish® Central and Western North Carolina. We're always looking for bright and passionate individuals to engage in our work. To be considered for an internship, please complete the following application and send it to sreyna@nc.wish.org with an updated copy of your résumé, a cover letter detailing your qualifications, and a writing sample.

Personal Contact Information

Name (First and Last) _____ Nickname _____
Home Phone _____ Cell Phone _____
Home Address _____
City _____ State _____ Zip Code _____

Are you 18 years of age or older? (Must be 18 or older to apply) Yes No

Are you willing to submit a background check? Yes No

School and Student Information

School/University _____
Major/Area of Study _____ Expected Grad. Date (mm/yy) _____
Is this internship for college or class credit? Yes No
If so, what are the total hours required? _____
Will you require proof of hours completed? Yes No

I'm applying for the following semester/term:

Summer: May 1st – August 31st (Applications due by March 1st)

Fall: September 1st – December 31st (Applications due by July 1st)

Spring: January 8th – April 26th (Applications due by December 1st)

**Please note, our needs vary at any given time and internship start/stop dates are flexible.*

Together, we create life-changing wishes for children with critical illnesses.

Please select an internship to apply for (may choose more than one):

- Development (Charlotte)
- Development (Triad)
- Mission Delivery (Charlotte)
- Finance/Accounting (Charlotte)
- Marketing/Communications (Charlotte)
- Graphic Design (Charlotte)
- Volunteer Services (Triad)

Availability and Hours

Make-A-Wish® interns may work in the office between the hours of 9 a.m. to 5 p.m., Monday through Thursday, and on Fridays from 9 a.m. to 2 p.m. Occasionally, events may occur on evenings or weekends. We ask all interns to commit to a total of 10 – 20+ hours/week in the office with a set weekly schedule.

How many hours per week can you commit?

- 10 – 15 hours/week
- 15 – 20 hours/week
- 20+ hours/week

What days and times are you available?

- Monday From _____ to _____
- Tuesday From _____ to _____
- Wednesday From _____ to _____
- Thursday From _____ to _____
- Friday From _____ to _____

Can you commit to volunteering at 1 – 2 external/internal events? Yes No

If selected for an internship, what specific dates would you be available to start/end?

Start Date _____ End Date _____

Do you acknowledge and understand that this internship is unpaid? Yes No

Attach your résumé, cover letter, and recent writing sample, and send your completed application to:

Make-A-Wish® Central and Western North Carolina
Attn: Development Internship
6324 Fairview Rd, Suite 500
Charlotte, NC 28210

Or email to sreyna@nc.wish.org.