



## Internship Application

To be considered for an internship with Make-A-Wish San Diego, **fill out this application and attach a resume** detailing your qualifications and any other information we may find valuable.

Completed packets will be assessed and if considered, you will be contacted for next steps. Please note, our needs vary at any given time and unfortunately not all applicants will be contacted.

More information can be found online at: [sandiego.wish.org/internships](http://sandiego.wish.org/internships)

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

Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Birth Date: \_\_\_\_\_

\*You must be at least 18 years of age to apply.

### I am applying for...

**SUMMER**      June 3<sup>rd</sup> – August 31<sup>st</sup>

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

### Availability and Hours

Make-A-Wish interns are currently working in person at our office in Kearny Mesa. Shifts fall during our normal business hours: 8:30am-5pm Monday through Thursday, and on Fridays from 8:30am-12:00pm. Occasionally, events may also occur on weekends or in the evenings. **We ask that all interns commit to a minimum of 15-20 hours/week in the office with a set weekly schedule.**

What Days of the Week & Times are you available?

- |   |  |  |   |   |
|---|--|--|---|---|
| <input type="checkbox"/> Monday<br>from<br>___:___am/pm<br>to<br>___:___am/pm | <input type="checkbox"/> Tuesday<br>from<br>___:___am/pm<br>to<br>___:___am/pm | <input type="checkbox"/> Wednesday<br>from<br>___:___am/pm<br>to<br>___:___am/pm | <input type="checkbox"/> Thursday<br>from<br>___:___am/pm<br>to<br>___:___am/pm | <input type="checkbox"/> Friday<br>from<br>___:___am/pm<br>to<br>___:___am/pm |
|---|--|--|---|---|

Should you be selected for an internship, what specific dates would you be available?

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_



Please select the position(s) you are most interested in (may choose more than one):

- Outreach Intern:** assist our Volunteer & Medical team with finding local community events

**Development Department Intern:** a primary focus on corporate engagement, supporting third-party fundraising, events stewardship, database management, and major giving

**Wish Department Intern:** assist with daily administrative tasks associated with wish planning

**Volunteer Intern:** assist with programs, database management and onboarding for Make-A-Wish volunteers



**Interests & Skills (please check all that apply):**

- |   |  |
|---|--|
| <input type="checkbox"/> Fundraising                    | <input type="checkbox"/> Bilingual?      |
| <input type="checkbox"/> Event Coordination             | If so, what language:                    |
| <input type="checkbox"/> Marketing/Communications       | _____                                    |
| <input type="checkbox"/> Media/Public Relations         | <input type="checkbox"/> Public Speaking |
| <input type="checkbox"/> Administrative Work/Data Entry | <input type="checkbox"/> Graphic Design  |
| <input type="checkbox"/> Finance                        | <input type="checkbox"/> Web Design      |
| <input type="checkbox"/> Volunteer Coordination         | <input type="checkbox"/> Other _____     |

**Are you a Student?**

- Yes                       No

If Yes, please fill out the following:

School/University: \_\_\_\_\_

Year/Grade: \_\_\_\_\_

Major/Area of Study: \_\_\_\_\_



**How did you hear about Make-A-Wish?**

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**What inspired you to apply for this position?**

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**What are you looking to gain from this internship experience?**

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Attach a **current resume** and send your completed application to:  
[internships@sandiego.wish.org](mailto:internships@sandiego.wish.org)