

# Challenge Day Internship Application

Challenge Day office internships available to High School juniors and seniors and College students. Internships will be unpaid, part time hours at the Challenge Day office at 2520 Stanwell Drive, Suite 160, Concord, CA 94520. Duties will include social media content development, office administration, supporting program booking and leads, Be the Change Movement projects, and being part of a team to help create a world where every child feels safe, loved and celebrated.

Please email completed application, resume and cover letter to [jesi@challengeday.org](mailto:jesi@challengeday.org)

**Cover letter prompt:**

This is a non-traditional cover letter in which we want you to submit a 1-page written piece promoting Challenge Day. You may include your personal experiences, details about how the program impacts the lives of others, and/or any written material you believe would market the Challenge Day program to schools, groups, organizations and individuals. Consider if you were reading newsletter or social media post and had never heard of Challenge Day. What would sell you on the program?

**Contact Information**

<b>Name (Last, First):</b>		<b>Date:</b>	
<b>Address:</b>		<b>City, State, Zip:</b>	
<b>Phone Number:</b>		<b>Email Address:</b>	
<b>Are you qualified to work for any employer in the US for an undetermined amount of time?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <b>If no, please specify your status:</b>		<b>Date of Birth:</b>	

**Education**

Please list the schools and/or educational organizations you have attended, beginning with the most recent.

Name of Institution	Years Attended	Graduated? Y/N

**Availability**

I am applying for (circle one or more):    **FALL**   /   **SPRING**   /   **SUMMER**

<b>Day</b>	<b>Hours</b>
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

**Emergency Contact:**

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

Phone Number: (Cell): \_\_\_\_\_ (Home): \_\_\_\_\_

**References:**

	<b>Name</b>	<b>Relationship</b>	<b>Email</b>	<b>Phone</b>
<b>1.</b>				
<b>2.</b>				
<b>3.</b>				

Signature: \_\_\_\_\_ Date: \_\_\_\_\_