

Internship Application

APPLICATION FOR INTERNSHIP

Thank you for your interest in All Faiths for your internship experience! We are excited that you have chosen to explore how to be a part of our **Mission**: We are the trusted advocates for children and families affected by trauma. Please refer to the instructions for the application below:

1. Complete all items in this application
2. If more space is needed to complete any question, use a separate sheet of paper, and so note in the application.
3. Please type/print clearly: incomplete or illegible applications will not be processed.
4. Please attach resume and a letter of interest with application for review.

If there are questions or concerns regarding the process, please contact us at HR@allfaiths.org

Student Name:		Date:
Physical Address:		Phone Number:
Email address:		
Internship Duration Seeking <i>(please circle)</i> 2 Semesters 1 year Other: _____	Have you read the Internship Description & do you meet the Minimum Qualifications? ☐ Yes ☐ No	
Major:	Current Year and Semester of Education:	
School Name:		
Please select internship interest: <i>(You may select more than one)</i> ☐ Case Management ☐ Administration ☐ Children and Families Clinical Services ☐ Quality ☐ Finance ☐ Human Resources ☐ Placement Services ☐ Safehouse ☐ Training Institute ☐ Wraparound ☐ Marketing ☐ Substance Use Disorder (SUD) Services ☐ Veteran Services		

Which characteristics best describe you? There is no right or wrong answer. (Check all that apply)

- | | | |
|--|--|---------------------------------------|
| ☐ Coachable | ☐ Empathetic | ☐ Friendly |
| ☐ Does well in crisis | ☐ Reflective | ☐ Assertive |
| ☐ Self-regulated | ☐ Trauma Informed | ☐ Outgoing |
| ☐ Collaborative | ☐ Resilient | ☐ Professional |
| ☐ Self-aware | ☐ Compassionate | |
| ☐ Communicative | ☐ Enjoys learning | |

Which characteristics are you hoping to develop? There is no right or wrong answer. (Check all that apply)

- | | | |
|--|--|--|
| ☐ Coachability | ☐ Self-awareness | ☐ Trauma Informed |
| ☐ Organization | ☐ Knowledge | ☐ Teamwork |
| ☐ Confidence | ☐ Empathy | ☐ Self Reliance |
| ☐ Communication | ☐ Realm of interest | ☐ Independence |
| ☐ Attention to detail | ☐ Conscientiousness | ☐ Problem Solving |

Employment Experience:

- Please attach the most up to date resume with your application, including present position, present education, and internship/externship experience.
- Please attach a letter of interest.

Education/Certifications:

Type	Degree/Diploma/Certification	Date Completed (mm/yyyy)	Expiration (dd/mm/yyyy) (Optional)

All Faiths Statement:

We will endeavor to provide an environment that promotes:

INTEGRITY-HONESTY-INNOVATION-CONTINUOUSLEARNING-LOYALTY-COMMITMENT-HARD WORK-FLEXIBILITY-HUMOR-JUSTICE

It is the expectation of All Faiths that all people will treat one another with respect.

All Faiths prohibits discrimination against or by our employees, clients, visitors, or other non-employees based on race, age, color, religion, sex, sexual orientation, national origin, citizenship, physical/mental disability or perceived disability, serious medical condition, gender identity or expression, genetic information, veteran's status, family status or any other status protected by law. All Faiths prohibits harassment, including sexual harassment, of its employees, clients or visitors by other employees, managers, vendors, visitors or other non-employees who may be in the All Faiths' offices or in other work-related settings, which include but are not limited to field assignments, business trips and business-related social events.

Harassment and discrimination are prohibited at All Faiths' offices and in other work-related settings, which include but are not limited to field assignments, business trips and business-related social events. Any employee who engages in discrimination or harassment will be subject to discipline action up to and including termination of employment. Any incidents of discrimination or harassment by anyone, including non-employees, should be brought immediately to the attention of the Human Resources Department for appropriate action.

I certify that I have read and understood the Conduct Statement above, willing to abide by All Faiths expectations. I certify that I have read the Internship Description and that the answers made by me are true. I understand that any false information, omissions, or misrepresentations of facts in this application, resume, letter of intent or at any time during the process may result in rejection of my application or discharge at any time during my internship. I authorize the company and/or its agents, to verify present/past employment, educational status or references provided.

Signature: _____ Date: _____

NOTE: This application will be kept on file for one year and will expire at that time. After one year, if you wish continued consideration for internship, it will be necessary for you to submit a new application.