

## WellDunn.org Partner Company Internship Profile

Please fill this out in its entirety so we can determine the best match of our Well Dunn intern candidates with the position you have available. **Email to: [ntarr@welldunn.org](mailto:ntarr@welldunn.org).**



*Please forward any additional information you think we should know about your organization, culture and objectives.*

1. Company Name: \_\_\_\_\_
2. Company Street Address: \_\_\_\_\_
3. Company City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
4. Company Contact: \_\_\_\_\_ Title: \_\_\_\_\_
5. Company Contact Phone: \_\_\_\_\_ Email: \_\_\_\_\_
6. Company location for internship if different than headquarters: \_\_\_\_\_

7. Please check the areas of support you are looking for the intern to participate in:

- |                                       |   |  |
|---------------------------------------|---|--|
| Marketing <input type="checkbox"/>    | Design <input type="checkbox"/>           | Hospitality <input type="checkbox"/>                   |
| Social Media <input type="checkbox"/> | Lighting / Sound <input type="checkbox"/> | Event Planning <input type="checkbox"/>                |
| Publicity <input type="checkbox"/>    | Customer Service <input type="checkbox"/> | Event Management <input type="checkbox"/>              |
| Sponsorship <input type="checkbox"/>  | Production <input type="checkbox"/>       | Administrative / Office Mgmt. <input type="checkbox"/> |
| Programming <input type="checkbox"/>  | Web Site <input type="checkbox"/>         | Editorial / Writing <input type="checkbox"/>           |
| Other (please describe) _____         |   |  |

8. What type of previous experience is needed by intern? \_\_\_\_\_

9. Can you briefly describe how you anticipate using the intern? \_\_\_\_\_

10. Is the intern required to travel? If so, how often & to where? \_\_\_\_\_

11. How long an internship are you offering?  2 mo  3 mo  4 mo  5 mo  6 mo

12. Start Date? (Mo., Day, Yr.) \_\_\_\_\_ End Date? (Mo., Day, Yr.) \_\_\_\_\_

13. Do you have flexibility do you have in your schedule? \_\_\_\_\_

14. What is your target date to have the internship position filled? \_\_\_\_\_

15. How many hours per week do you anticipate the intern working? \_\_\_\_\_

16. How many full time employees are in your company? \_\_\_\_\_

17. Any other comments or questions \_\_\_\_\_