



## 2019-2020 Well Dunn Internship Application

*(Please type – also enclose your resume with application - instructions are at the end of this document)*

Name:

Date of Birth:

Permanent Address:

Cell Phone:

Email Address:

What is your current year in school?

Where are you attending? Full or part time?

When do you expect to graduate (Month/Year)?

If you have already graduated, when and where?

Please specify the time frame you are available. Give calendar dates that reflect your true availability to intern factoring in scheduled commitments and/or school calendar: (i.e., Jan-Jun, May-Aug)

1<sup>st</sup>:

2<sup>nd</sup>:

Specify geographic preferences (be specific) and restrictions (where you won't go):

1<sup>st</sup>:

2<sup>nd</sup>:

Which areas of the entertainment industry are of interest?

What's your social media experience?

Software program proficiencies?

Are you currently receiving Financial Aid?

Have you received a Pell Grant or private student loan?

Is an Internship required for your degree?

Will you receive college credit for an internship?

If you are offered an internship, can you provide documents showing US Employment eligibility?

How did you learn about Well Dunn?

Please attach your resume & essay with this application. Have your recommendation forwarded (with your name included) directly to [Internships@WellDunn.org](mailto:Internships@WellDunn.org). Is there anything else we should know about you?

**Signature**

**Date**



**2019-2020 Required Essay**

(Please type your essay single spaced in area provided below – submitting it with this application)

**“My goals and aspirations for working in the entertainment industry.”**

By (type your name):



## 2019-2020 INTERNSHIP PROGRAM INFORMATION

(delete this page when submitting your application & essay)

### Dear Applicant,

Well Dunn Foundation (WDF) has established an internship program as a way to help talented young people who are involved or aspire to work in the production and operations side of the music entertainment business. We encourage applications from those who are involved in theater, festivals and other music entertainment as crew or volunteers.

The Internships are based on merit, participation, recommendations, and sincerity. All applications are held in strict confidence by the WDF selection committee. The number of internships awarded, as well as the amount of each cash stipend will vary depending upon the number of qualified applicants and how many companies agree to provide meaningful internships.

### Qualifications

1. Currently in post-secondary education (college/university/vocational) or very recent graduate (less than 6 months).
2. Volunteer experience or documented working in the music, festival or entertainment business.
3. Time available to commit to an internship that will be between 3 and 5 months matching fall, spring or summer semesters and willingness to relocate for the period of the internship to the sponsoring companies' internship location.

### Applying for a WDF Internship

1. Complete the Well Dunn Intern Application Form – Page 1 of this document.
2. Complete the Essay Form – Page 2 of this document - include your name at top. – **do not double space.**
3. Complete your Resume (using your own format). Please include your name in file name.
4. Send Application, Essay and Resume via email to [Internships@welldunn.org](mailto:Internships@welldunn.org). All three should be typewritten and spell checked. Please incorporate your name in the file attachment names.
5. Obtain Recommendation. An individual who was/is a supervisor or manager who has/had personal knowledge of your performance that demonstrates participation, volunteerism or a paid position in the festival or stagecraft business needs to recommend you. Only one recommendation is required per applicant. It is your responsibility to have the person submit the recommendation via email to [Internships@welldunn.org](mailto:Internships@welldunn.org) being sure to include your name with the reference.
6. Applications are reviewed on a rolling basis, but are not considered until all four documents are received. (Application, Essay, Resume & Recommendation.)

### Internship Award

1. If you are selected for an Internship, you will be matched by Well Dunn to a sponsoring company. Consideration will be given to your geographic preference as well as the dates you have provided.
2. If you are selected and a match is not available short term, your application will be held pending an opening until you withdraw.
3. After the matching is complete, you and the sponsoring company will sign the internship agreement.
4. One-half of the stipend will be paid to you at the start of your internship. Half way through your internship you will receive the balance.
5. You are responsible for any tax consequences relating to the internship. We will provide you documentation verifying the educational nature of the program.