



DUE MARCH 1, 2018

INTERNSHIP APPLICATION

DUE DATE

March 1, 2018 (Decisions will be made in late April. We will notify you either way)

JOB SUMMARY

Work with the PFEW Staff in preparing for and running the 5 PFEW sessions. Assist in assembling student folios, inventory control, data entry, assisting volunteers, refereeing volleyball and setting up for daily activities. During PFEW, the work day is from 6:45 a.m. – 11:00 p.m. of which you will be assigned a designated shift during our work day.

REQUIREMENTS

- PFEW graduate
- Ability to handle multiple tasks
- Lift 20-50lbs
- Work well with others and in a team setting
- Able to work entire length of program

COMPENSATION

- Hourly Rate
- Guaranteed 40 hours per week, with a chance for overtime
- Room and board are provided

ACCOMODATIONS

- Live in air-conditioned apartments (separate from student dorms) on the Lycoming and Penn College campuses

DURING THE WEEK

- Be at PFEW June 27th thru August 4th (Break - July 14-19)
- Help set up for each event, speaker, and activity
- Maintain staff rooms
- Be ready to work when asked
- Be on time, be responsible and be respectful

POSITION TITLE

Program Intern for PFEW

JOB LOCATION

Lycoming College/ Pennsylvania College of Technology
Williamsport, Pennsylvania

TIME FRAME

June 27, 2018 – August 4, 2018 (Break - July 14-19)

REPORTS TO

PFEW Senior Staff

POSITIONS AVAILABLE

8 (returning interns receive first shot at all positions)

You will need to collect and submit 3 letters of recommendation (i.e. PFEW CA, teacher, counselor, employer, etc.) along with this application. Mail all items together to:

**Mr. Paul Vizza
Program Manager
PFEW
3076 West 12th Street
Erie, PA 16505**

STUDENT INFORMATION

Please complete the following in order to be considered for an internship at Pennsylvania Free Enterprise Week.

First Name _____ Last Name _____

Mailing Address _____

City _____ State _____ Zip _____

Home Phone # _____ Cell Phone # _____ E-mail Address _____

Age _____ Gender _____ Current Year in High School/College _____ High School/College Name _____

PFEW Week Attended _____ PFEW Campus Location _____ PFEW Company Advisor Name _____



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INTERNSHIP APPLICATION *continued*

Do you have a driver's license?

Yes No

Would you be bringing a vehicle with you?

Yes No Unsure

Would you be willing to work overtime hours if needed?

Yes No

Were you referred by anyone? If so, Who? _____

If under 18, do you presently have a workers permit? (*circle one*) **Yes** or **No**

Do you currently have a job? If yes, Where? _____

Please answer the following questions in 150 words or less. Attach additional paper if necessary.

Describe your experience as a PFEW participant.

Why do you want to be an intern for PFEW 2018?

How will you be able to make PFEW 2018 a success?

Describe your strengths and weaknesses.

What are your plans for the future and some of your interests in life?
