

# ASHEVILLE ART MUSEUM

2 South Pack Square | 828.253.3227 | ashevilleart.org  
PO Box 1717 | Asheville, NC 28802-1717

## Internship Program Application

### Personal Information

Please type or print in black or blue ink.

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip code \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Application for:  Summer session  Fall semester  Spring semester  Academic year

### Education

Indicate any diplomas/degrees that you have completed, and/or are currently pursuing.

	SCHOOL	MAJOR/MINOR FIELD(S)	DATES
HIGH SCHOOL			
ASSOCIATE			
BACHELOR			
MASTER			
DOCTOR			
OTHER:			

List extracurricular activities that you are/were involved in during your time(s) as a student.

\_\_\_\_\_  
\_\_\_\_\_

### Internship(s) and Availability

Indicate up to three internships for which you would like to be considered. Descriptions are available at [ashevilleart.org](http://ashevilleart.org).

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Indicate when you are available to intern at the Museum.

Day(s)  Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  Sunday

Time(s)  Morning  Afternoon  Evening

## Employment

Attach a current resume or CV, and/or provide information below for your two most recent positions.

Employer

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Job title

Dates of employment

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Nature of work/responsibilities

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Employer

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Job title

Dates of employment

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Nature of work/responsibilities

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## Volunteer Experience

List past and present volunteer experience (including at Asheville Art Museum).

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## Interests

List hobbies, leisure activities, and/or other interests.

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## References

Provide contact information for two professional, educational, or character references (no family members) who are completing a reference form in support of your application.

Name

Relationship

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Email

Phone

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Name

Relationship

---

Email

Phone

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## Emergency Contact

Name	Relationship
Email	Phone

## Rosemary Kennedy Internship Initiative

*The Asheville Art Museum participates in the Rosemary Kennedy Internship Initiative, which provides stipends for internship and pre-professional training opportunities for youth with disabilities, ages 15 – 22.*

Are you eligible for the Rosemary Kennedy Internship Initiative, and wish to be considered?  No  Yes

## Legal Record

Have ever been convicted of a criminal offense?  No  Yes (provide details below)

## Authorization for the Release of Information

*During the screening process, I hereby authorize LexisNexis Screening Solutions Inc. (PO Box 105108, Atlanta, GA 30348-5108) on the behalf of Asheville Art Museum to procure a consumer reports which I understand may include information regarding criminal history, social security verification, motor vehicle records, or any other background checks. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" by AAM at any time after the receipt of this authorization and throughout my volunteer service, if applicable. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university, information service bureau, employer, or insurance company to furnish any and all background information requested by LexisNexis Screening Solutions Inc., another outside organization acting on the behalf of AAM, and/or AAM itself. I agree that a facsimile, electronic or photographic copy of this Authorization shall be as valid as the original. I understand that I may request a complete and accurate disclosure of the nature and scope of the background verification; to the extent such investigation includes information bearing on my character, general reputation, or personal characteristics.*

I understand and agree that a criminal background check is a condition of my employment.

Signature

Print name (last, first, MI, maiden)

Social Security Number

Date of birth

### FOR OFFICE USE ONLY

Date received \_\_\_\_\_  Letter of interest  CV  Transcripts  Writing sample  References  1  2

**Interview** Date \_\_\_\_\_ Interviewer(s) \_\_\_\_\_

Notes: