

City Hall Internship Program Application

Name:

Phone Number:

Email Address:

Street Address:

City:

State:

Zip:

Languages Spoken (and level of proficiency):

Education Level:

Current Grade:

Name of Institution:

Major (if applicable):

Please circle (or highlight in bold) experience with and proficiency in any of the following skills:

Microsoft Excel

Microsoft PowerPoint

HTML

MailChimp

Twitter

Graphic Design

Press Releases

Final Cut/Video Editing

Other:

Please circle (or highlight in bold) availability for participation in on-site and community meetings:

Monday

Tuesday

Wednesday

Thursday

Friday

Weekends

9am – 12pm

12pm – 3pm

3pm – 6pm

6pm – 9pm

Other:

Please circle general interests for possible placement and then provide comments about your experience in and/or desire to work within these areas:

Accessibility/Accommodations for People with Disabilities

Diversity & Equity

Finance

Communications/Social Media

Neighborhood Planning/Community Development

Economic Development

Sustainability

Constituent Casework

Any of Above

Comments:

Why are you interested in an internship in City Hall?

What skills and experiences do you possess that make you a valuable intern candidate?

Additional comments:

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at 865-7145. Submit application, cover letter, resume, and writing sample to CEDO Public Engagement Specialist Kesha Ram online at kram@burlingtonvt.gov or by mail at City Hall, 149 Church Street, Room 32, Burlington, VT 05401.