



Summer Intern Program Application

**Application Deadline: May 15 @ 5pm**

# Summer Intern Application

**Application process for Summer Camp or Exhibits Interns:**

1. Submit:
  - a. A completed application (Signed by parent/guardian)
  - b. Teacher Recommendation form
2. Attend a Group Interview
3. Attend mandatory training(s) if accepted into program

**Please mail your completed application AND teacher recommendation form to:**

Volunteer Services  
Reuben H. Fleet Science Center  
PO Box 33303  
San Diego, CA 92163

**Or fax to:**

(619) 685-5771

Attn: Volunteer Coordinator

Application and all supporting documents are due:

**May 15<sup>th</sup>, 2009 @ 5pm**

**NO exceptions**

# Reuben H. Fleet Science Center

1875 El Prado Way, San Diego, CA 92101  
(619) 238 1233 • www.rhfleet.org

## Summer Intern Program Application

**Application Deadline: May 15 @ 5pm**

### PERSONAL INFORMATION

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

**Please mail or fax your application and teacher recommendation to:  
Volunteer Services  
Reuben H. Fleet Science Center  
PO Box 33303  
San Diego, CA 92163  
Fax: (619) 685-5771**

### EDUCATION

High School: \_\_\_\_\_ Graduate or Current Grade: \_\_\_\_\_

### HAVE YOU VOLUNTEERED OR INTERNED WITH THE FLEET BEFORE? Please mark all that apply:

- NO
- YES, as a Summer Camp Intern (Which year(s): \_\_\_\_\_ )
- YES, as a Summer Exhibits Intern (Which year(s): \_\_\_\_\_)
- YES, throughout the year. In which area(s)/department(s) (for example: Special Projects): \_\_\_\_\_

### OTHER VOLUNTEER EXPERIENCE (list organizations where you have volunteered, please include dates and jobs)

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### VOLUNTEER INTEREST: Why do you want to become a Fleet Summer Intern?

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### HOW DID YOU HEAR ABOUT VOLUNTEERING/INTERNING AT THE REUBEN H. FLEET SCIENCE CENTER?

- Fleet Volunteer/Intern  rhfleet.org  volunteermatch.org  school
- Fleet employee  Intern San Diego  craigslist  Other

If other, please state where: \_\_\_\_\_

Did you hear about us from a Fleet volunteer, intern, or employee? Please let us know his or her name: \_\_\_\_\_

### FOR WHICH PROGRAM(S) WOULD YOU LIKE TO BE CONSIDERED?

- Summer Camp  Exhibits

You may apply for more than one program. Please fill out the application page for each program you would like to be considered.

If you are applying for multiple programs, what is your first choice? \_\_\_\_\_

#### Office USE ONLY

- Summer Camp \_\_\_\_\_  Exhibits \_\_\_\_\_
- Completed Application  YES  NO → Missing:  Guardian Signature  Teacher Rec.  Other: \_\_\_\_\_
- Invited to interview: \_\_\_\_\_  Interview Date: \_\_\_\_\_  Training Date: \_\_\_\_\_  Training Completed: \_\_\_\_\_

# Reuben H. Fleet Science Center Summer Camp Internship Application

Please complete this page only if you are applying for the Summer Camp program

## AVAILABILITY TO INTERN

Summer Camp Interns will assist Educators in the classroom supervising campers, assisting with demonstrations, and overseeing experiments. Interns must be available to work either **one full week** (40 hours) (AM and PM Camp) or **two part-time weeks** (20 hours) (AM or PM camp). **You must be available all five days of your assigned weeks.**

Please indicate the weeks you think you will be available to work as a Summer Camp Intern. **This is not your final schedule.** It is a list of availability that we will use to create the final schedule. Schedules will be available in June.

Dates	Morning Camp (8:30-1:00)	Afternoon Camp (12:00-4:30)
June 22 - 26		
July 6 - 10		
July 13 - 17		
July 20 - 24		
July 27 - 31		
August 3 - 7		
August 10 - 14		
August 17 - 21		
August 24 - 28		

How many weeks would you like to Intern? \_\_\_\_\_

Will you be able to attend the Summer Camp training workshop on Monday Saturday, June 6<sup>th</sup> 9am – 5pm **OR** Friday, June 19<sup>th</sup> 9am – 5pm? \_\_\_\_ Which one? \_\_\_\_\_

If you cannot attend this workshop, please explain. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please write about any experience you have working with children:

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

With which age group would you most like to work? Please rank your choices with your top choice being #1. If there is an age group with which you absolutely will not work, please put an X in that box. We are unable to guarantee placement in your top choices but we will make every effort to honor your requests.

Pre-K	Grade 1-2	Grade 3-4	Grade 5-6

# Reuben H. Fleet Science Center

## Exhibit Exploration Internship Program

Please complete this page only if you are applying for the Exhibits program.

### AVAILABILITY

Exhibits Interns will learn several hands-on activities and demonstrations that they will then facilitate out in the galleries for the duration of their shifts. Interns must be available to work 32 hours TOTAL during July and August. Interns will be scheduled for a minimum of 16 2-hour shifts between July 6<sup>th</sup> and August 29<sup>th</sup>. You can work no more than 3 shifts per week. If you are unable to complete a scheduled shift you may arrange for another intern to cover it. Please mark which days and shifts will work best for you. This is not a guarantee of schedule, but to give us an idea of when you think you will be able to work..

Dates	Morning Shift (12-2)	Afternoon Shift (2-4)
Mondays		
Tuesdays		
Wednesdays		
Thursdays		
Fridays		
Saturdays		

Are there any weeks in July and August that you know you will not be able to Intern? Which ones? \_\_\_\_\_

Please note there are TWO mandatory trainings. Each training has two date options. Please mark which ones you can attend.

**TRAINING ONE:**       Sunday, June 21<sup>st</sup> 10am – 4pm      **OR**       Saturday, June 27<sup>th</sup> 10am – 4pm

**AND**

**TRAINING TWO:**       Saturday, July 18<sup>th</sup> 10am – 4pm      **OR**       Saturday, July 25<sup>th</sup> 10am – 4pm

Will you be able to attend these workshops? \_\_\_\_\_ if not, please explain. \_\_\_\_\_

What is your favorite field of science and why?

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Tell us about a time when you received good customer service.

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# Reuben H. Fleet Science Center

## SIGNATURE

Do you foresee the need for accommodations for the positions you are applying for?  Yes  No

If yes, please indicate what type of reasonable accommodations are needed:

### IMAGE RELEASE (please choose one)

I hereby grant to the Reuben H. Fleet Science Center the rights to use my image for museum exhibit displays, educational programming, marketing, and/or public relations materials.

I do not grant to the Reuben H. Fleet Science Center the rights to use my image for museum exhibit displays, educational programming, marketing and/or public relations materials.

### PARENT CONSENT FOR MINOR (to be completed by guardian of applicants under 18)

I understand that by completing a Intern application it does not guarantee a Intern assignment will be offered to my child, nor is it an offer of paid employment of any kind with the Reuben H. Fleet Science Center.

By signing this form I am permitting my child to Intern without pay and agreeing that I will not hold the Reuben H. Fleet Science Center liable in the event of my child's injury or accident. I understand that if it becomes necessary to obtain emergency medical care for my child, such care may be obtained without further consent of a guardian. Additionally, I will personally assume responsibility of any costs of such care and/or transportation to receive that care which is above and beyond what is covered by the Science Center's insurance.

Please Note: Each of the above statements refers to any minor child participant (17 years of age or younger) in the Intern program. By signing below, on behalf of the minor child participant, you are stating you fully understand and agree to the statements above.

### SIGNATURE (signature of parent/guardian for applicant under 18 is required)

I certify that the information contained in this application form is true and correct to the best of my knowledge and agree to have any of the statements checked by the Science Center unless I have indicated to the contrary. I understand that Intern placement is a selection process and not all applicants are accepted into the program. I also understand that the Science Center reserves the right to place Interns in the area that staff feels is best suited to both their skills and the needs of the Science Center.

In consideration of my voluntarism, I agree to conform to the rules and standards of the Science Center. I further agree that my Intern position can be terminated at will, with or without cause and with or without notice, at any time, either at my option or at the option of the Science Center. I agree that this constitutes an integrated agreement with the respect to the at-will nature of my Intern relationship, that it is final and binding and that there are no oral or collateral agreements regarding this issue. Furthermore, this application does not constitute, in any way, that I am a paid employee of the Reuben H. Fleet Science Center, nor its affiliates and I am solely a non-paid Intern of the Science Center by my own will and understanding. Nor does this document act as a promise of future paid employment at the Science Center.

I have read and understand the Image Release, Authorization for Background Check, and Parent Consent for Minor.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian, if applicant is under 18

\_\_\_\_\_  
Date

# Reuben H. Fleet Science Center

Intern Application  
Teacher Reference

Summer Intern Program Application

**Application Deadline: May 15 @ 5pm**

Student Name \_\_\_\_\_

This student has applied to be an Intern at the Reuben H. Fleet Science Center. Upon completion of orientation and training the student will be expected to interact with the public and assist staff and campers with hands-on science activities. They will be responsible for daily attendance records and working with campers aged pre-k through grade 6. As this is a big responsibility, we would appreciate your honest evaluation of the applicant in the following areas.

Please rate the applicant in these areas using a scale of 1 to 5. Five indicating that they excel in this area, one indicating this area needs a great deal of work. Feel free to add additional comments if you would like.

Reliability \_\_\_\_\_

Ability to work with others \_\_\_\_\_

Positive Attitude \_\_\_\_\_

Any comments?

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

How long have you known this student? \_\_\_\_\_

In what class were you his/her teacher? \_\_\_\_\_

Do you recommend this applicant? \_\_\_\_\_

Teacher's name \_\_\_\_\_

School \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

Teacher's Signature \_\_\_\_\_ Date \_\_\_\_\_

Thank you very much for your evaluation of this applicant. We value your input and it will help us continue to maintain the high standards of the Fleet Intern Program. If you have any questions please contact **Intern Services at (619) 238-1233 x835**