

# Utah Eagle Forum INTERN APPLICATION FORM 2017 - Page 1 of 2

The 2017 Legislative Session begins Monday, January 23<sup>rd</sup> and ends Thursday, March 9<sup>th</sup>. Times are typically from 7:45 am to 5:45 pm. Be aware that session times can be extended later into the evening whenever the legislators feel they have a high volume of business to address, but we rarely need volunteer interns to stay later. In that case, we will help arrange for transportation home. The last night of the session ends at 12:00 midnight. Please plan on attending a pizza party with us that evening and staying late for the festivities after the close.

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Birthdate: \_\_\_\_\_

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

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

E-mail: \_\_\_\_\_

Type of schooling: Public school  Private  Charter  Homeschool  On-Line

If public school, Name of School \_\_\_\_\_ Are you in compliance? Yes \_\_\_\_\_ No \_\_\_\_\_

Parents / Guardians: \_\_\_\_\_

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

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

E-mail: \_\_\_\_\_

- **List ALL times you can be available to intern, indicating your preference with a #1, #2, #3.** Use the space for notes that might be helpful to us, like if you'd like to come multiple days, when you may have transportation problems, if you need to be assigned with a friend that you need to car pool with, etc.
- **We only schedule 6 interns per time slot.** We will try to accommodate preferences, but will have to adjust so that interns are evenly distributed throughout the week.

Preferences: Notes:

Monday		
Tuesday		
Wednesday		
Thursday		
Friday		

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- **INTERNS MUST AGREE TO ABIDE BY THE INTERN PROGRAM RULES AND ELIGIBILITY REQUIREMENTS, so please read through them carefully with your parent(s)**

- **ALL INTERNS ARE REQUIRED TO ATTEND A TRAINING SESSION!**

The training for 2017 will be on **TUESDAY, JANUARY 17th at 4:00 pm** in the Capitol Board Room (EAST end of the 2nd floor of the Capitol). It will include orientation and a tour of the Capitol.

**It is important for all interns to attend this training meeting!** You will meet your team and become familiar with your team leader. If it is impossible to attend this session, it is your responsibility to schedule an alternate time.

- **WE NEED 1 INTERN TEAM LEADER FOR EACH DAY OF THE WEEK.** This requires an additional interview and an extra day of training time to be determined. Lead Interns also need to have access to a laptop they can bring with them to the Capitol on their appointed day.

I am interested in being considered for a lead intern position. YES  NO

- **We maintain a web-site and produce literature (flyers and brochures) to promote Teen Eagles and our Legislative Intern program.** We take photos of interns at the Capitol and occasionally quote them for promotional purposes. Photos or quotes will not be used for any other purpose.

May we have permission to use photos or quotes? YES  NO

- **Are you a Teen Eagle?** YES  NO

If YES, what Chapter: \_\_\_\_\_

If NO, are you interested in joining a Teen Eagle Group in your area? YES  NO

I agree to abide by the **RULES AND ELIGIBILITY REQUIREMENTS** YES  NO

I understand that I am responsible for filling my scheduled times YES  NO

I agree to perform intern assignments cheerfully and to the best of my ability YES  NO

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent: \_\_\_\_\_ Date: \_\_\_\_\_

Scan and email your application to [utaheagleforum@gmail.com](mailto:utaheagleforum@gmail.com)

For more information, please call

Elisa Seegmiller - 435-535-5849 or Maryann Christensen - 801-860-5419