



CHF INTERNSHIP PROGRAM APPLICATION

The Program

The Chicago Humanities Festival (CHF) welcomes students and recent graduates to gain professional experience in a nonprofit cultural institution. CHF believes in challenging interns with relevant, interesting projects and making them full members of the Festival team. Interns leave CHF with a practical appreciation for the demands and rewards of nonprofit work.

Internships Projects:

- MARKETING/PR
- WEB CONTENT/MULTIMEDIA
- DEVELOPMENT
- PRODUCTION
- PROGRAMING

Internship Term

Application Deadline

Spring	(January – May 2017)	November 30, 2016
Spring & Summer	(January – September, 2017)	November 30, 2016
Summer	(June – September 2017)	April 30, 2017
Summer & Fall	(June – late November 2017)	April 30, 2017
Fall	(September – late November 2017)	July 30, 2017
Fall & Spring	(September 2017 – May 2017)	July 30, 2017

To Apply

Candidates must submit the following:

- Completed application form
- Cover letter (including how you heard about the internship)
- Resume
- Brief personal statement (Please limit your personal statement to 500 words)
- Two references
- Additional writing/design samples upon request

Please send all application materials as ONE PDF attachment

Please send completed application form, personal statement, résumé and references to:

Internship Program

Chicago Humanities Festival
 500 N. Dearborn Street, Suite 825
 Chicago, IL 60654
internship@chicagohumanities.org
 Fax: 312.661.1018

For questions regarding CHF's internship program please contact the Internship Director at internship@chicagohumanities.org or 312-661- 1019.

The Chicago Humanities Festival is an equal opportunity employer.



CHF INTERNSHIP PROGRAM APPLICATION

Please type or print legibly in black/blue ink.

Personal Information

Name :

Date of Birth:

Current Address:

Permanent Address:

Home Phone:

Cell Phone:

Email Address:

Internship Term: Note, a 6 - 9 month internship is preferred, but a minimum commitment of 3 months is required.

- Spring (January through May 2017) Internship
- Spring & Summer (January through September 2017) Internship
- Summer (June through September 2017) Internship
- Summer & Fall (June through November 2017) Internship
- Fall (September – November 2017) Internship
- Fall & Spring (September 2017 through May 2018) Internship

Education Information

College/University:

Degree and Major:

Graduation Date:

Do you wish to earn college credit for this internship?

- yes no

Relevant Coursework:

Please list your top three internship choices (See previous page for Internship Projects):

- 1.
- 2.
- 3.

How did you learn about our internship program?

Personal Statement

On a separate page, describe why you are interested in the Chicago Humanities Festival Internship Program. Include career goals, your interest in specific project concentrations, and what you hope to contribute to CHF. Please limit your personal statement to 500 words.

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