



## INTERNSHIP APPLICATION

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*In order to be considered for an internship, you must submit a signed and completed application form along with your resume. All application items must be submitted as a complete package. Incomplete applications will not be reviewed.*

Name:		
Address:		
E-Mail Address:		
Phone Number:		
Days/Times Available for Internship		
Are you requesting college credit for this internship?		

### EDUCATION

High School	Location	Degree/Date	Major
College	Location	Degree/Date	Major
<b>Honors/Distinctions:</b>			

**EMPLOYMENT HISTORY (include volunteer, internships, and paid positions)**

Employer Name:		Location	
Position Title:		Start/End Dates	
Supervisor Name:		Phone Number or e-mail address:	
Short Description of Duties			

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Tell us why you want to be an intern at WAM:

SUBMIT APPLICATION TO:

Women's Audio Mission

Internship Program

1890 Bryant Street, Suite 312

San Francisco, CA 94110

[info@womensaudiomission.org](mailto:info@womensaudiomission.org)

*Women's Audio Mission is an affirmative action/equal employment opportunity employer. Discrimination because of race, color, religion, sex, handicap, sexual orientation or national origin is prohibited.*



## INTERNSHIP PROGRAM

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### REQUIREMENTS:

1. Must be a current WAM member.
2. Able to commit to 8 – 16 hours per week for at least 6 months. This will be a set schedule and we expect punctuality and superior attendance during these scheduled times.
3. Able to respond to e-mails and phone calls from WAM within 24 hours.
4. In addition to regularly scheduled hours, you must be able to commit to working at most of WAM's events and workshops. These are usually in the evening or on weekends.
5. Minimum one year of study of audio technology, recording arts or equivalent.
6. Must pass studio certification exam.
7. Willing and able to perform basic office tasks and facility cleaning chores.
8. Ability to work independently with minimal direction and supervision.
9. Proficiency with Apple and PC computers.
10. Commitment to the mission of Women's Audio Mission
11. Excellent people, verbal and writing skills

Essential functions of the position may require use of a telephone, work at a standard computer, navigating several flights of stairs, standing for over an hour, reaching, bending, using a soldering iron and electrical test equipment and the ability to lift and carry 30 pounds.

### DESIRABLE SKILLS:

1. Fluent in Pro Tools HD.
2. Experience using large format consoles.
3. Soldering Skills.

**All interns are subject to the rules outlined in WAM's employee handbook.**