



Interested candidates can apply to **ONE** of the three open intern positions by submitting a completed CSF Internship Application, cover letter, resume, and contact information for three references to:

Katherine Willingham  
Charlotte Sports Foundation  
6337 Morrison Blvd.  
Charlotte, NC 28211  
kwillingham@charlottesports.org

**Candidate cover letters should fully respond to the following questions/requests:**

1. How does your prior work experience and skill set specifically make you the ideal candidate for an internship with the Charlotte Sports Foundation?
2. Please explain why you are interested in our internship program and which specific intern position you are interested in, as well as how you feel it may benefit you in your future career endeavors. Additionally, please rank the remaining two internship positions by preference and provide a description of your interest in these two additional areas of the organization.

**All required documents must be received by March 25, 2016.** Applicant submissions without all of the required documentation will not be considered. Applicant submissions not received by March 25, 2016 will not be considered.

All applicants will be contacted with an update of their candidacy status. **Please do not contact the Charlotte Sports Foundation for status updates.**



## Charlotte Sports Foundation Internship Application

**Please attach your resume, cover letter and references.**

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital, or veteran status, the presence of a non-job-related medical condition or disability, or other legally protected status.

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

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

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

\_\_\_\_\_

Phone (Day): \_\_\_\_\_ (Evening): \_\_\_\_\_

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

**General Information:**

Do you have transportation for work-related errands?	Yes	No
Is there anything to prevent you from lifting and moving things?	Yes	No

If yes, please explain: \_\_\_\_\_

Do you plan to be employed with another employer during the internship program?	Yes	No
Other than a traffic violation, have you ever been convicted of a crime?	Yes	No

If yes, please explain: \_\_\_\_\_

**Education:**

Are you interning for college credit?	Yes	No
---------------------------------------	-----	----

If yes, please provide coordinator contact information: \_\_\_\_\_

Will you be enrolled for college classes during the Charlotte Sports Foundation internship?	Yes	No
---	-----	----

If yes, how many hours will you be enrolled for? \_\_\_\_\_

What school will you be attending? \_\_\_\_\_

What is your current course of study? \_\_\_\_\_

**Please attach your resume, cover letter, contact information for three references, complete and return, no later than March 25, 2016 to:**

Katherine Willingham  
 Charlotte Sports Foundation  
 6337 Morrison Blvd.  
 Charlotte, NC 28211  
 kwillingham@charlottesports.org

**6337 Morrison Boulevard  
 Charlotte, NC 28211  
 704-644-4047 - info@charlottesports.org**