

**NATIONAL PARK SERVICE
NATIONAL COUNCIL FOR PRESERVATION EDUCATION
Application for Internships
Academic Year 2012 - 2013**

Under a Cooperative Agreement between the National Council for Preservation Education (NCPE) and the National Park Service, internships are being offered for highly qualified undergraduate seniors and graduate students pursuing a degree in historic preservation or a closely allied field, such as anthropology, archeology, architectural history, architecture, ethnography, history, landscape architecture, museum studies, and planning. Very recent graduates are also eligible. NCPE is a national, non-profit organization representing over fifty institutions regularly involved in historic preservation education at the undergraduate and graduate levels. Interns will be under the direction of one of many professionals in the NPS and partnering agencies in various locations.

A clear understanding of your background, volunteer and work experience, and interest areas will aid us in considering your application. NCPE does not discriminate in making awards on the basis of age, race, color, religion, sex, national origin, or physical or mental handicap.

Instructions for submitting application materials are at the end of this application. A complete list of available positions can be found at the NCPE PreserveNet web site at www.preservenet.cornell.edu/employ/ncpe.php and at the NPS Internship Program site at <http://www.nps.gov/tps/education/internships.htm> .

Please Type or Print Clearly.

Application date: _____; Internships applied for (please list no more than six positions, by number, in order of interest): _____

Name: Mr. Ms. _____

University attending/graduated from: _____

Undergrad ___ or Grad ___ student; Graduation date: _____; Major: _____

Your address at school: _____

_____ Your telephone number at school: ____ _____

Hours you can be reached at this number: _____

Your permanent address: _____

Email (please print numbers and letters **clearly**): _____

In case of emergency, notify: _____

Telephone number: ____ _____

Do you have any medical or physical limitations that prevent you from performing certain kinds of work? If yes, please describe these limitations:

The earliest date you are available to begin the internship: _____

The last date you are available to work: _____

How did you find out about these internships? Please specify web sites or physical posting

locations, if possible _____

How would you prefer to learn about these positions? _____

Experience: In which of the following areas do you have volunteer, academic or work experience?

- Administration (historical agency, government agency)
- Anthropology (cultural anthropology, ethnography; other, specify _____)
- Archaeology (field experience, laboratory experience)
- Architectural history (primary research, courses; other, please specify _____)
- Architecture (drafting, landscape design, measured drawing, rendering)
- Art (fine arts, graphic design; art history; other, please specify _____)
- Audio-visual (film/videotape, photography)
- Building trades (carpentry, masonry, sheet metal, painting)
- Business administration (sales & service, marketing, inventory control)
- Communication (public speaking, conference planning, radio/television)
- Computers (databases, Internet/HTML; other, please specify software _____)
- Conservation (ceramics, furniture, painting, paper, textiles)
- Curatorial (cataloguing, registration, exhibit design)
- Education (teaching, curriculum development, adult program)
- Engineering (documentation of historic engineering sites, industrial archeology)
- Horticulture (garden maintenance, historic landscape planning)
- Interior design (restoration, space planning)
- Interpretation (exhibits, public speaking, special visitor services)
- Journalism (design, editing, publication production, writing)
- Landscape architecture (design, restoration; other, please specify: _____)
- Law (must be a law student) (first year, second year, third year)
- Library Science (archival experience, cataloguing, classification)
- Maritime (building skills, maritime history, marine archeology, naval arch.)
- Oral History (interviewing, transcribing)
- Planning & public policy (survey/inventory, land use/zoning, public commission)
- Real estate (market analysis, finance, management)
- Other preservation related work of any kind: _____

List in chronological order your work experience, beginning with the most recent paid or volunteer work.

1. Dates: _____; Employer's name: _____

Address: _____

Immediate supervisor's name: _____

Telephone number: ____ _____; Salary: _____

Job description: _____

2. Dates: _____; Employer's name: _____

Address: _____

Immediate supervisor's name: _____

Telephone number: ____ _____; Salary: _____

Job description: _____

3. Dates: _____; Employer's name: _____

Address: _____

Immediate supervisor's name: _____

Telephone number: ____ _____; Salary: _____

Job description: _____

Educational background:

High School: _____

Date of graduation: _____

[For Graduate Students:] Undergraduate College or University: _____

[For Graduate Students:] Undergraduate Major: _____

Date of graduation: _____

Please enclose a transcript of your current, undergraduate/graduate course work with each copy submitted of your application. Official transcripts are preferred but unofficial copies will be accepted.

Indicate here the name and telephone number of your advisor, or a faculty member who is familiar with your work and who is willing to act as a reference.

Name: _____

Telephone number: ____ _____

In the space remaining, write a short essay indicating why you are applying for a National Council/National Park Service internship, which position you are most interested in, and how this position will further your preservation studies and career goals.

I authorize the investigation of all statements on this application and I understand that any misrepresentation or omission of facts called for is sufficient grounds for dismissal.

Date: _____; Signature: _____
[Your name typed above constitutes your electronic signature.]

To speed processing of your request and give you a faster review of your application, please scan your materials electronically and email them as a **single** Adobe Acrobat (.pdf) file containing both signed application and transcripts to Michael Tomlan at Cornell University (email: mat4@cornell.edu).

Do not mail hard copies if you send one electronically. If electronic submission is not possible, all application materials should be mailed to the National Council for Preservation Education, Attention: Michael A. Tomlan, 210 West Sibley Hall, Cornell University, Ithaca, New York, 14853-6701.

Application deadline: **November 2, 2012** (receipt of electronic copy or postmark of mailed copies).