

Band Room Nation

Internship Program

Band Room Nation is a 501©3, nonprofit music advocacy organization whose purpose is to support and promote high school music programs across America. Band Room Nation currently hosts 6 events, 3 ensembles and a number of initiatives aimed to foster an appreciation for fine arts in the community.

Now is your opportunity to gain internship experience with the most exciting music advocacy organization in the Atlanta area, while also earning community service credit necessary to satisfy graduation requirements. Band Room Nation offers high school students an opportunity to gain useful training in programming, organizational administration, nonprofit management and membership development as well as gain hands on access to Band Room Nation events and networks. Band Room Nation works to accommodate high school credit requirements where appropriate.

Requirements

- Currently enrolled in high school.
- A member of your high school fine arts program.
- Recommendation from your fine arts program instructor.
- Display an interest in fine arts and a desire to further the cause of fine arts advocacy.
- Possess strong verbal, written and analytical skills.
- Exhibit proficient computer skills.
- Be a junior or senior in high school.

Internship Description

- Interns will work closely alongside the Band Room Nation Board of Directors.
- Internship duration is for a semester (12 weeks or equivalent).
- Interns can earn up to 8 hours a week (3 hours a week in the Board of Directors meeting, generally held on Sundays at Encore Film and Music Studio)
- Interns will attend weekly meetings at the Encore Film and Music Studio, the Band Room Nation Headquarters and at local events, all of which are scheduled on some weekends.
- Projects may include assistance with event management, event planning, video production, educational programs, newsletters, membership recruitment, database management, social media management, demographics analysis, marketing/PR and administrative support
- Interns will earn community service hours necessary to satisfy graduation requirements

Band Room Nation Intern Application

Please fill out this application in full (remember to sign and date the last page) and mail it to 3938 Shirley Dr. Atlanta, Ga. 30336

GENERAL INFORMATION (Please type or print in ink)

LAST NAME _____ FIRST NAME _____

HOME ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

PHONE _____ FAX _____ EMAIL _____

SCHOOL NAME _____

CITY _____ STATE _____ ZIP CODE _____

FINE ARTS DIRECTOR _____ PHONE _____

GPA _____ CAREER GOAL _____

4 MISCELLANEOUS DESIRED RESPONSIBILITIES:

DATE YOU ARE AVAILABLE TO START _____

ARE YOU ELIGIBLE TO RECEIVE SCHOOL COMMUNITY SERVICE HOURS? YES NO

ARE YOU AVAILABLE TO VOLUNTEER 8 HOURS A WEEK FOR 12 CONSECUTIVE WEEKS? YES NO

IF REQUESTED, ARE YOU AVAILABLE TO VOLUNTEER ON WEEKENDS? YES NO

AREAS OF SPECIAL INTEREST _____

CURRENT ACTIVITIES AND CLUBS THAT YOU ARE ACTIVELY INVOLVED IN ON CAMPUS OR IN THE COMMUNITY:

AWARDS OR RECOGNITION: _____

PERFORMANCE AND JOB-RELATED FUNCTIONS (Circle One)

ARE YOU ABLE TO PERFORM THE ESSENTIAL FUNCTIONS OF THE JOB FOR WHICH YOU ARE APPLYING?
YES NO

IS THERE ANY REASON WHY YOU WOULD NOT BE ABLE TO FULLY CONFORM TO ALL ATTENDANCE REQUIREMENTS? YES NO

IF YOU ARE SELECTED FOR AN INTERNSHIP BY BAND ROOM NATION, DO YOU AGREE TO COMPLY WITH THE RULES, REGULATIONS AND PROCEDURES OF THE ORGANIZATION? YES NO

NARRATIVE

Please answer the following questions on a separate sheet of paper and attach it to the completed application. Each answer should be no more than 300 words.

1. Please explain why you feel you are a qualified applicant for this position.
2. What do you expect to gain from participation in this program?
3. What special qualities or traits can you bring to this program?

PLEASE ALSO INCLUDE IN YOUR APPLICATION A LETTER OF RECOMMENDATION. FACULTY OF YOUR SCHOOL AND EXTRACURRICULAR DIRECTORS ARE PREFERRED.

CHECKLIST:

_____ Completed Application

_____ One Letter of Recommendation

_____ Narrative

I certify that the above information is true and correct. I agree to abide by the policies and procedures of the Band Room Nation Intern Program during my internship.

Applicant's Signature _____

Print Name _____

Date _____