



## ALP Host Application for Intern

**HOST ORGANIZATION CONTACT INFORMATION:**

Name of Organization: **FIFTH HOUSE ENSEMBLE**  
 Name & Position of main contact for Host re: Internships: MELISSA SNOZA, EXECUTIVE DIRECTOR  
 Address – Street: 7200 N ROGERS AVE City: CHICAGO State: IL Zip: 60645  
 Phone Number: 224-715-6455 E-mail address: MELISSA@FIFTH-HOUSE.COM

**HOST ORGANIZATION RESOURCE AND HISTORY:**

Please provide some general information on your organization by referencing a web address (or **attaching a brochure or short description if that is not available**). This information should help ALP and the interns identify your organization’s mission and accomplishments in the community.

Web site address for host organization: WWW.FIFTH-HOUSE.COM

Have you worked with an intern before? When? What type of internship?

Yes - we currently have 12 interns working with us in education, marketing, development, and artistic programming.

Why do you want to work with an intern now?

We are in constant need of administrative support, and love to work with students and recent graduates to boost their career skills and develop their portfolio of work.

**POSITION DESCRIPTION:**

Please complete and attach an “Internship Job Description” form for each internship.

<u>Position Title</u>	<u>No. of interns desired for this position</u>	<u>Summer</u>	<u>Fall</u>	<u>Spring</u>
1. DEVELOPMENT INTERN	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2. MARKETING INTERN	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3. ARTISTIC PROGRAMMING INTERN	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4. EDUCATIONAL PROGRAMMING INTERN	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**APPLICATION PROCEDURE:**

Please indicate how you would like to find out about candidates interested in your internship positions (check all that apply)

- |  |  |  |
|--|--|--|
| <input checked="" type="checkbox"/> ALP Application Form | <input checked="" type="checkbox"/> Résumé | <input checked="" type="checkbox"/> Cover Letter     |
| <input checked="" type="checkbox"/> Telephone Interview  | <input type="checkbox"/> Live Interview    | <input checked="" type="checkbox"/> Writing examples |
| <input type="checkbox"/> Other _____                     |  |  |

Form Completed by: MELISSA SNOZA Date: 2/6/12

