

NATIONAL COUNCIL FOR PRESERVATION EDUCATION
In cooperation with the National Park Service
Application for Internships
Academic Year 2017-2018

Under a Cooperative Agreement between the National Council for Preservation Education (NCPE) and the National Park Service (NPS), 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 in the United States.

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 this application can be found on page 4. A complete list of positions is available at NCPE's PreserveNet website at <http://www.preservenet.cornell.edu/employ/ncpe.php> and at the NPS Internship Program site at 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) _____ DOB: _____
(circle one)

University attending/graduated from: _____

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

Your address at school: _____

_____ Your telephone number at school: (____) _____

When can you be reached at this number?: _____

Your permanent address (if different): _____

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

In case of emergency, notify: _____

Emergency Contact telephone number(s): (____) _____ (____) _____

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 websites or physical posting locations, if known _____

Is there another way you'd 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/Museum (documentation (accessioning/cataloguing), collections care/preventive conservation, exhibit development)
- 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 your application. Official transcripts are preferred but unofficial copies will be accepted.

Indicate below 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: (____) _____ Email: _____

In the space remaining, write a short essay (**400 words maximum**) 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 submit your application, please scan your materials electronically and email them as a **single** Adobe Acrobat (.pdf) file containing both signed application and transcripts to Julee Johnson, NCPE Internship Co-Director (email: manager@historicurbanplans.com). **Please adhere to the single .pdf format requirement;** processing of your application will be delayed if materials are not received in this form. Name the file with your name in this format: Lastname_Firstname_NCPE_Academic_Year_201718. Due to the large number of applications received, please strive to keep files under 3 MB; any files over 3 MB should be submitted in a compressed file format to make transmittal easier.

Application deadline: **October 22, 2017**

Please direct any questions (NOT APPLICATIONS) to waso_cr-intern@nps.gov.