

INTERNSHIP APPLICATION

We're so glad you are interested in interning! Since our organization began in 1974, volunteers have been an integral part of our work and the anti-violence movement in Chittenden County. If you have a passion for doing good, a desire to help others and a strong sense of empathy - we'd love to have you join our team.

To start the process, please fill out the attached application then e-mail it and an up-to-date resume to steps@stepsvt.org. Feel free to reach out with any questions or concerns - or just to chat about what we do and how you might best fit in. While we have existing internships, we're always open to new ideas. We are looking for interns that can commit to a full academic year and unfortunately cannot offer an internship for a single semester. We may be able to accommodate summer interns.

Steps to End Domestic Violence does not provide compensation for internships. Interns may receive academic credit for their time, as long as it is pre-approved by the interested student's academic advisor and will fulfill their school's specific requirements. Interns are assigned a supervisor within the organization to help with scheduling, responsibilities, and projects, plus educational and skill-building opportunities.

About interning: Our work is hard – but it's an amazing, inclusive environment in which to learn. Interns gain Vermont Victim Crisis Worker Privilege, learn how to provide advocacy and support to survivors, answer our hotline, and experience what working at a small non-profit is really like.

About Steps: We recognize the intersection of the impacts of intimate partner violence with racism, transphobia, sexism, ableism, and all other forms of oppression. We celebrate diversity and are committed to creating an inclusive workplace for all. Survivors of domestic violence are strongly encouraged to apply, and lived experience is taken into consideration as a qualification along with work experience.

Contact:

steps@stepsvt.org

(802) 658-3131

1. General Information

Applicant Full Name: _____

Pronouns: _____

Email Address: _____

Phone Number: _____

Mailing Address: _____

City/State/ZIP: _____

2. Internship Information

Desired Internship Focus Area: _____

Second Choice: _____

(previous focuses can be found on the website, but we are open to new ideas too)

Name of School: _____

Expected Graduation Date: _____

Would this internship fulfill a requirement for your major or minor? YES or NO

Major/ Minor: _____

Please provide your internship advisor's name and contact information: _____

Are you able to commit to a full academic year? YES or NO ***Interns must be able to commit to a full academic year.**

What is your typical weekly availability? ***Please note that our office hours are 8 am to 5 pm, Monday through Friday. We likely cannot accommodate evening or weekend schedules.**

Monday _____

Tuesday _____

Wednesday _____

Thursday _____

Friday _____

How many hours per week are you available? _____

When can you start? _____

3. Background and Goals:

How did you learn about Steps to End Domestic Violence?

What are you hoping to gain from this internship?

What skills, knowledge, experience, etc. would you bring to our organization?

Have you worked/volunteered with those who have experienced domestic violence? If so, where?

Please provide any other information that you believe should be considered:

5. References

List two non-relatives who would be willing to provide a reference for you, at least one of whom is an employer/teacher/other supervisor.

Name:

Telephone:

Email Address:

Relationship (including place of employment, if applicable):

Name:

Telephone:

Email Address:

Relationship (including place of employment, if applicable):

Please return this application to:

Via email – steps@stepsvt.org

Mail – PO Box 1535, Burlington, VT 05402