



Collections Intern Application

Maria Mitchell Association

4 Vestal St.

Nantucket, MA 02554

Deadline for Submission: February 15, 2012

Name: _____ College: _____

(Expected) Graduation Date (mo./yr.): _____ / _____ Major (if declared): _____

Present Academic Year (FY, SO, JR., SR., Graduated, Grad): _____

Are you a **U.S. Citizen**? Yes No If not, are you a permanent resident?
Yes _____ (citizenship : _____) No _____

Seasonal or Academic Address (If applicable)

Permanent Address

Phone : _____ (Please indicate a phone number where you will be available from February 25 to March 15, 2012)

Email Address: _____

Driver's License Do you have a valid driver's license? Yes _____ No _____

License Number _____ State _____ Expiration Date _____

On a separate piece of paper please answer the following questions, each in five sentences or fewer:

1. What are your strongest attributes?
2. What collections experience/skills make you a strong candidate for this position?
3. What experience do you have caring for live animals?
4. Describe any experience you have talking in front of large groups of people.

Please provide the names and contact information of three references who can vouch for your academic and job-related experiences. At least one must be from an academic environment and one from a work environment.

Name _____

Work Phone _____ Home Phone _____

Relationship/Title _____ E-mail _____

Name _____

Work Phone _____ Home Phone _____

Relationship/Title _____ E-mail _____

Name _____

Work Phone _____ Home Phone _____

Relationship/Title _____ E-mail _____

Additional Materials:

- 1) Please arrange to have an **official transcript** from your college/university sent to the address below.
- 3) Please include a **resume** with your application.
- 4) Provide a **cover letter** in support of your application, describing your background and interests and indicating what strengths you can bring to the Maria Mitchell Association.

Please mail, fax, or email the completed application, resume, references and cover letter to:

Andrew McKenna-Foster
Director of Natural Science Education and Programs
Natural Science Internship
Maria Mitchell Association
4 Vestal Street
Nantucket, MA 02554

Phone: 508.228.9198

Fax: 508.228.1031

Email: amckennafoster@mmo.org

Please contact me with any questions!

Have you completed everything?

Cover Letter

Application Filled Out

Questions Answered

Reference Information

Resume

Official Transcript Sent