

**NATIONAL PARK SERVICE  
NATIONAL COUNCIL FOR PRESERVATION EDUCATION  
Application for Internships  
Academic Year 2016-2017**

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

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 application materials are at the end of this application. A complete list of available positions can be found at the NCPE PreserveNet web site at [www.preservenet.cornell.edu/employ/ncpe.php](http://www.preservenet.cornell.edu/employ/ncpe.php) and at the NPS Internship Program site at [www.nps.gov/tps/education/internships.htm](http://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. ] \_\_\_\_\_

University attending \_\_\_\_\_

Undergrad \_\_\_\_\_ "Grad" \_\_\_\_\_ "Major: \_\_\_\_\_

Your address at school: \_\_\_\_\_

\_\_\_\_\_ Your telephone number at school: \_\_\_\_\_

Hours you can be reached at this number: \_\_\_\_\_

Your permanent address: \_\_\_\_\_

\_\_\_\_\_

Email (please print numbers and letters **clearly**): \_\_\_\_\_

In case of emergency, notify: \_\_\_\_\_

Telephone number: \_\_\_\_\_

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 web sites or physical posting locations, if possible \_\_\_\_\_

How would you 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 \_\_\_\_\_)
- \_\_\_ Archeology (\_\_\_ 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 each copy submitted of your application. Official transcripts are preferred but unofficial copies will be accepted.

Indicate here 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: \_\_\_\_\_

In the space remaining, write a short essay 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 Cari Goetcheus at the University of Georgia (email: cgoetch@uga.edu). **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\_Acad1617. 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.

Submitting hard copies is discouraged as it will also delay application processing, but if electronic submission is not possible, all application materials should be mailed to the National Council for Preservation Education, Attention: Cari Goetcheus, Associate Professor, University of Georgia, College of Environment and Design, 108 Denmark Hall, Athens, GA 30602.

Application deadline: **October 28, 2016** (receipt of electronic copy or postmark of mailed copies).