



CANADIAN INSTITUTE FOR
ENVIRONMENTAL LAW AND POLICY

L'INSTITUT CANADIEN DU
DROIT ET DE LA POLITIQUE
DE L'ENVIRONNEMENT

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Internship Application Form

CONTACT INFORMATION

Last Name: _____ First Name: _____

Street: _____ Apt# _____ City, Prov: _____ Postal Code: _____

Phone# (Res) _____ (Work) _____ Email: _____

INTERNSHIP INTERESTS

What is your area of interest?

- Research
- Fundraising
- Communications
- Community Engagement and Education

Please elaborate on why you are seeking an internship at CIELAP and what you would like to achieve from it. Also specify, in as much detail as possible, your areas of interest and how you would like to bring these interests to your internship with CIELAP. You can learn more about our priority areas by referring to our strategic plan at <http://www.cielap.org/pdf/strategyplan.pdf>.

AVAILABILITY

Please indicate your availability and intended length of internship. Please note that we require that your internship be a minimum of 50 hours, ideally within a concentrated period of time.

Earliest Start Date: _____ Preferred Start Date: _____

Latest End Date: _____ Preferred End Date: _____

Desired length of internship: _____

Advancing the Environmental Agenda

ELIGIBILITY and REQUIREMENTS

In order to be eligible for a CIELAP internship, you must be pursuing the internship as a component of your academic studies. Please identify the program through which you are pursuing this internship:

Name of Institution: _____

Country (if not in Canada): _____

What is your program requirement or opportunity with regards to this internship (eg. Paper, presentation, number of hours, etc...)? _____

What would you or your academic institution require from CIELAP over the course your internship? (eg. Site visits, meetings with our staff, etc...) _____

ADDITIONAL INFORMATION

Please note the following:

- We ask that our interns contribute a portion of their time to administrative duties. In addition to helping our office function, these responsibilities can provide interns with an excellent opportunity to learn about different facets of our work.
- Information within CIELAP is private and confidential; therefore you are expected to treat it that way.
- Internships at CIELAP are unpaid. We are interested, however, in discussing opportunities for you to seek external funding for your placement.
- CIELAP is not in a position to cover the travel, accommodation, health, and other expenses of our interns.

Having said this, CIELAP is a stimulating environment and you will be given the opportunity to take part in meetings, discussions, and to network with CIELAP's contacts. Previous CIELAP interns have had their work posted on our website and some have had their papers published. We encourage you to bring your ideas and initiative forward and enjoy your time with us.

Please sign that you have read and agree to the above.

Signed _____, **Date:** _____

Please submit this completed application form along with:

- A cover letter (Attn: Carolyn Webb)
- Your resume
- Contact information for 3 references
- A writing sample (no longer than 20 pages)

To Carolyn Webb at carolyn@cielap.org.