



RecTech Summer Internships

Participant Application Summer 2010

Dear Applicant,

Welcome! You have taken the first step toward becoming a RecTech Summer Intern. By completing this application, you are expressing your interest in the program and learning important job skills that will help you become more employable in the future. This letter will help you learn more about the opportunities available to you during this upcoming summer as well as explain our expectations of our applicants and interns. Please read it carefully and contact us with any questions you may have.

OVERVIEW: There are three different RecTech Summer Internship programs; this application applies to all programs. Please make rank the programs in the order of your preference on the application. We make our best effort to enroll interns in their first or second choice program, pending availability.

Digital Darkroom and Photojournalism @ Delridge Community Center, 4501 Delridge Way SW, Seattle, 98106

July 12 – August 26; Mondays – Thursdays, 1:30 PM – 5:30 PM

This intensive seven-week RecTech internship will provide an overview of the digital imaging process and cover the basics of photo-journalism. Interns will learn digital photography basics and survey Photoshop applications. They will explore the digital darkroom and learn tools for image manipulation that have artistic as well as commercial digital media applications. Interns will learn how to collaborate and work as a team as they photograph Seattle events this summer and write short articles to accompany their photography. Their articles will be published online along with their photography. Student work will be exhibited at a final gallery show at the Photographic Center NW. Participants who successfully complete the program earn a \$599 stipend and 15 hours of service learning credits.

Video Production @ Garfield Community Center, 2323 East Cherry St, 98122

July 12 – August 26; Mondays – Thursdays, 1:00 PM – 5:00 PM

Imagine yourself this summer behind a camera or holding a microphone, writing a script or acting in a scene, all the while giving back to your community, and having some serious FUN! For seven short weeks we will dive into an intensive series of workshops in video production, theater, and creative writing. Edit, light, shoot, direct, write, act, interview, we will explore it all. *Participants who successfully complete the program earn a \$599 stipend and 15 hours of service learning credits.*

Web Design @ South Park Community Center, 8319 8th Ave S, Seattle, 98108

July 12 – August 26; Mondays – Thursdays, 1:00 PM – 5:00 PM

Do you want to work on websites? Communicate your ideas across the globe! Did you know that you can make money doing it? In this program you will learn web design, graphic design, HTML and interactive animations. You will have the opportunity to work with professional programs such as Photoshop for image editing, Dreamweaver for web page creation, Illustrator for logos and buttons and Flash for animation. Final project will be to work on a website for a local nonprofit or a site for an issue of public interest that you feel passionate about. *Participants who successfully complete the program earn a \$599 stipend and 15 hours of service learning credits.*

PLEASE NOTE: Before you submit a completed application to become a RecTech Intern, please read all the information below and make sure that this is a good fit for your interests, your schedule, and your access to transportation. To receive the stipend and service learning hours (if your internship includes service learning hours), interns must complete all hours and additional commitments as stated in this application.

Many youth from around Seattle will also apply for the program, so make sure that your application stands out among the very best. Please answer all questions completely. If you have any questions, please call or email the contact person on the application. We will not review incomplete applications.

Please note that you will not be judged on your technology skills, however it is important for you to answer these questions honestly as they are a way for us to get to know our participants. There are no right answers to the questions, so be honest about yourself.

Based on the applications we receive, a group of candidates will be chosen and invited to an interview. The interview will be your opportunity to shine and to tell us anything we might not have learned from your

application. Our interviewers will ask you question about yourself, your experience, and your interest in becoming a RecTech Intern. You will want to arrive prepared, energized, and on time. From the interviews, we will invite the incoming class of 2010 interns.

REQUIREMENTS:

- Must be 14-18 years of age;
- Will enroll in high school during the 2010-11 school year or graduated during 2010;
- Skills in computer and Internet basics and common software applications **or desire to learn these skills;** and
- Good interpersonal skills including verbal communication and the desire to work with others.

EXPECTATIONS: Participants will be self-motivated, punctual, enthusiastic, open-minded and willing to work with others. We expect that participants will work safely, think positively, and put forth his/her best effort. Attendance is mandatory at all scheduled activities. Anyone who misses a meeting or presentation without prior notice forfeits his/her position. If for some reason an intern is running late or is absent from a scheduled day, it is required that the student contact the site leader. **IF YOU THINK YOU WILL MISS MORE THAN 2 SCHEDULED ACTIVITIES BECAUSE OF SPORTS OR OTHER PERSONAL ENGAGEMENTS, PLEASE DO NOT APPLY FOR THIS PROGRAM.** Be sure to review the dates and times of your program to ensure it fits your schedule.

TRANSPORTATION: You are responsible for your own transportation. Directions and bus schedules are available upon request. If field trips are scheduled during the day, bus tokens will be provided or students will be transported in city of Seattle vans by approved van drivers who have completed the city of Seattle's defensive driving classes.

QUESTIONS: Contact Carl Dwyer at (206) 295-6065 or at carl.dwyer@seattle.gov.

APPLICATION DEADLINE: Friday, May 28, 2010 by 5 PM. Please send or drop off completed applications to:

Associated Recreation Council
Attn: Carl Dwyer
860 Terry Ave N, Suite 101
Seattle, WA 98109

Thanks again for your interest in the RecTech Summer Internship. We look forward to receiving your application!

Please keep this letter for your records.

Venues and programs are subject to change

PERSONAL INFORMATION		
Please print the following information clearly. Illegible applications will not be processed.		
Name		
Home Address		
City, State		
Home Phone	Cell Phone	
Date of Birth	E-mail	
Name(s) of Parent(s)/Guardian(s):		
Address(es) of Parent(s)/Guardian(s):		
Parent(s)/Guardian(s) Phone Number(s):		
Home	Work	Cell
Parent(s)/Guardian(s) E-mail Address(es):		
Please note: Accepted interns will need to fill out additional release forms to be formally accepted into the program.		
INTERNSHIP PROGRAMS		
Please rank the program(s) you are interested in applying to in order of preference from 1 – 3.		
<p>___ Digital Darkroom: Delridge Community Center, 4501 Delridge Way SW, Seattle, 98106 July 12 – August 26; Mondays – Thursdays, 1:30 PM – 5:30 PM \$599 stipend, 15 service learning hours</p> <p>___ Web Design: South Park Community Center, 8319 8th Ave S, 98108 July 12 – August 26; Mondays – Thursdays, 1:00 PM – 5:00 PM \$599 stipend, 15 service learning hours</p> <p>___ Video Production: Garfield Community Center, 2323 East Cherry St, 98122 July 12 – August 26; Mondays – Thursdays, 1:00 PM – 5:00 PM \$599 stipend, 15 service learning hours</p>		
EDUCATION		
Name of High School (Current)		
Grade	Expected Year of Graduation	
Languages Spoken		

WORK / VOLUNTEER EXPERIENCE

Please list your previous work and/or volunteer experience. Start with the most recent.

Employer Name	Position	Dates of Employment Month/Year	Contact Info Supervisor, Address, Phone
1)			
2)			
3)			
4)			

Do you currently have a job?

Yes No

If yes, please provide the name, location and schedule of your current job:

CAREER GOALS

Do you want to go to college? Yes No

If yes, where do you hope to apply to college?

What career(s) are you interested in?

How do you think the RecTech Summer Internship will assist you in reaching your future career goals?

TECHNOLOGY

Please rate your current abilities in the following categories. This information is not used to determine your eligibility as part of the program, but helps us create curriculum and measure performance over the course of the internship program. Please answer these questions honestly.

Please rate your ability to use computers:

High
 Medium
 Low
 Not at all

Have you ever TAKEN a technology course or training before?

Yes No

Course Name

School Name

Do you have a computer at home? Yes No

Do you have Internet access at home? Yes No

How often do you use a computer?

Daily
 3 times per week
 Once a week
 Not at all

How often do you surf the web?

Daily
 3 times per week
 Once a week
 Not at all

SPECIFIC TECHNOLOGY SKILLS

How do you rate your skills in the areas below? Please mark one box for each area.

Area	High	Medium	Low	Not at all
Internet (Internet Explorer, Firefox, etc.)				
E-mail (Hotmail, Yahoo Mail, Gmail, etc.)				
Instant Messenger (AOL, Yahoo, MSN, etc.)				
Microsoft Office (Word, Excel, PowerPoint, etc.)				
Web Design (HTML, Dreamweaver, FrontPage, Expressions)				
Creating Digital Media (Music, Photography, Video)				
Graphics (PhotoShop, Illustrator, etc.)				
PDA's/Handhelds				
Wiring and Cabling for Networks				
Software Installation				
PC Troubleshooting and Maintenance				
Network Administration				
Blogs, Discussion Groups, Podcasting				
Other (list below):				

SHORT ANSWER QUESTIONS

Please answer each of the questions on an additional piece of paper. You may hand write your answers or use a computer and print them out. Please write at least a paragraph but no more than 100 words for each short answer.

- 1. What are your future goals?**
- 2. Why should we hire you as a RecTech Intern?**
- 3. If you had \$500.00 to spend, what would you do with it?**

RECTECH

Help us reach out to people by telling us something about how you got to know about RecTech.

Where did you hear about the RecTech program?

Have you participated in a RecTech program before? Yes / No
If yes, give some details of programs you have attended

Where did you obtain this application form?

Please complete the following section:

By signing below you are stating that you have read all enclosed materials concerning the RecTech Summer Internship Program and that all statements you have made in the application are true to the best of your knowledge.

Signature of Applicant: _____

Printed Name of Applicant: _____

Parental or Guardian Approval for Applicants Under the age of 18 Years of Age:

We have read and understand the enclosed materials that describe the RecTech Summer Internship Program. We have discussed the program with our son/daughter and understand the expectations and authorize him/her to apply for and participate in the RecTech Summer Internship Program.

Signature of Parent/Guardian: _____

Printed Name of Parent/Guardian: _____