**CAREER 300/Comms 307: Communication Internship**

**Application Form**

**Semester 1, 2024**

Submission Deadline - Early Bird 8 December, 2023

Final Deadline 7 February, 2023

Deadline for Study Abroad students applying for CAREER 300 - Friday 8 December 2023

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| **First name** | **Email** |
| **Last name** | **Mobile** |
| **Preferred name** | **Degree(s)** |
| **Student ID** | **Current Major(s)** |
| **Current paid employment role and hours worked per week:**  | **Note any previous work experience/ internships you may have completed:**  |
| **Statement of Purpose (500 words)**A statement of purpose explaining why you want to do this course. Outline; * your career goals
* what you hope to learn/achieve by completing an internship?
* what skills you would like to use or further develop in an internship?
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| **Briefly list your relevant technical skills and/or Media/Comms experience.**For example:* digital media production
* social media platforms & skills
* production of online content
* writing for print or online journalism
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| **Type of internship (300 words)**Outline the type of internship you are hoping to secure- ie type of organisation and /or project. Include what you believe you could contribute to the organisation? You may;1. Select from one of the available projects posted on the Comms307/Career300 page or
2. Self-organise an internship through your own contacts

The course convenors will assist you with approaching internship partners and crafting a CV tailored to specific internship projects. **Please do not contact any of our existing internship partners directly. The course convenors will do this for you once your CV meets the required standard and you have attended our pre- course pitch session.**  |
| **Supporting staff member- academic** Enter the name of the staff member you have asked to write a brief academic reference in support of your application. This can be sent as an email directly to course convenor, Margaret Henley (comms 307) m.henley@auckland.ac.nz or Jane Bradley (Career 300) jane.bradley@auckland.ac.nz  |
| **Application Deadline:** * Please get your application for COMMS 307/CAREER300 submitted as early as possible.
* There are a limited number of internships and these need to be organised well in advance of the start of the semester.
* Later applications may miss out on a possible internship opportunity

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| **How to submit your internship application:** **Submit online:*** Application submission link located on COMMS 307/CAREER 300 webpage
* upload academic transcript
* arrange with your academic referee to send their email reference directly to the course convenor.

**Manual option: email application before final deadline and any attachments directly to COMMS 307/CAREER 300 course convenor:** **CAREER 300: Jane Bradley** **jane.bradley@auckland.ac.nz****COMMS 307: Margaret Henley** **m.henley@auckland.ac.nz****Please note that Comms 307 and Career 300 are the same course but the internships are different** |