



hui o ko'olaupoko

Protecting ocean health by restoring the 'āina: mauka to makai

Internship Application Form

In order to be considered for the HOK Internship Program, you must submit a completed application form along with a current resume, cover letter and two recommendation letters from non-relative references.

→ Answering the form:

- Type your information or print, write down legibly and scan
- Pen only, no pencils

→ Fill out all sections correctly:

- Make sure you place the information in the right place
- We ask you attach a document in order to answer the essay-form questions

Should you have any questions or concerns, please direct these to HOK Community

Coordinator via email or phone:

Email: volunteer@huihawaii.org

Phone: (808) 381 – 7202

INTERNSHIP APPLICATION FORM

APPLICANT INFORMATION

1. FULL NAME:		2. DATE OF BIRTH:	
3. ADDRESS (during internship):			
Street :		City:	
State:		Zip Code:	
4. PHONE: ()		5. EMAIL ADDRESS:	
6. DATES AVAILABLE: / / to / /		7. Semester: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer	
HIGHEST LEVEL OF EDUCATION: <input type="checkbox"/> High School <input type="checkbox"/> Associate's Degree <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Master's Degree <input type="checkbox"/> Other: _____			
INTERNSHIP (S) APPLIED TO: <input type="checkbox"/> Field-Crew <input type="checkbox"/> In-office <input type="checkbox"/> Combination of both			
ARE YOU PLANNING ON BEING EMPLOYED DURING THE INTERNSHIP? <input type="checkbox"/> Yes <input type="checkbox"/> No			
ARE YOU AUTHORIZED TO WORK IN THE U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No			
DAYS YOU ARE AVAILABLE: <input type="checkbox"/> MONDAY <input type="checkbox"/> TUESDAY <input type="checkbox"/> WEDNESDAY <input type="checkbox"/> THURSDAY <input type="checkbox"/> FRIDAY <input type="checkbox"/> SATURDAY			
TIMES YOU ARE AVAILABLE: <input type="checkbox"/> Morning: _____ <input type="checkbox"/> Afternoon _____ <input type="checkbox"/> Evening _____			
WILL YOU HAVE ANY TRANSPORTATION?: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not sure yet			
HAVE YOU VOLUNTEERED WITH HOK BEFORE? <input type="checkbox"/> Yes <input type="checkbox"/> No		HAVE YOU VOLUNTEERED WITH ANY ORG. DOING SIMILAR WORK BEFORE? <input type="checkbox"/> Yes <input type="checkbox"/> No	
INDICATE ANY PAST EXPERIENCE/CERTIFICATIONS ACQUIRED ON THE FOLLOWING SUBJECTS:			
<u>Field Work</u> <input type="checkbox"/> Landscaping/Reforestation <input type="checkbox"/> Hawaiian Botany <input type="checkbox"/> Hiking <input type="checkbox"/> Herbicide use <input type="checkbox"/> Other: _____		<u>Office Work:</u> <input type="checkbox"/> Microsoft Office <input type="checkbox"/> Publisher <input type="checkbox"/> ArcGIS <input type="checkbox"/> AutoCAD <input type="checkbox"/> Other: _____	
WHY ARE YOU APPLYING FOR THIS INTERNSHIP: <input type="checkbox"/> To be involved with environmental issues <input type="checkbox"/> To gain experience <input type="checkbox"/> To explore future jobs/interests <input type="checkbox"/> To network/gain contacts <input type="checkbox"/> To perform a community service <input type="checkbox"/> To help the environment <input type="checkbox"/> To learn about or learn in a different environment <input type="checkbox"/> Other: _____			

PLEASE, ANSWER THE FOLLOWING QUESTIONS IN ESSAY-FORM *not to exceed 3 pages*

- (i) What HOK projects or tasks interest you the most?
- (ii) How knowledgeable are you with native Hawaiian customs, ecosystems and botany?
- (iii) What are some special skills and abilities you could bring to our organization and what would you hope to gain? And how do you think your skills and interests would benefit HOK's project development and objectives?
- (iv) What plans do you have for your future work or education?