



Microcosm Publishing
2752 N Williams Ave
Portland, OR 97227
microcosmpublishing.com

Intern and Volunteer Application

Name:

Preferred Pronouns:

Address:

Phone:

Email:

Due to our time investment, we ask for at least 15 hours per week and 240 hours during the course of your unpaid internship. Are there specific start and end dates for your internship availability? How many hours are you interested in each week? Which days and hours are you available?

In case of emergency, who should we contact? (Name and phone #)

How did you learn about Microcosm?

What does Microcosm do, in one sentence, by your understanding?

What are your career goals? What steps have you taken to accomplish them?

Do you have experience using Adobe Suite (Photoshop / Indesign)? Do you have interest in developing these skills here?

What do you want to learn and gain by interning here? What specific skills/talents do you hope to learn? How does Microcosm relate to your continued education?

Do you have prior experience working fast food or entry-level retail? How long?

What kind of volunteer experience do you have and where else have you been involved?

What special skills do you have?

What book that was published in the past five years would you recommend? Why?

Tell us about your favorite music and snack foods.

What else should we know about you and why you want to be involved with Microcosm?

I understand that there are risks connected with my participation as an intern or volunteer. I assume all risks associated with internship/volunteering, including, but not limited to, bodily injury and property damage. I release, waive, discharge and covenant not to sue Microcosm Publishing and its workers, employees, volunteers, agents and management, from any and all action, suits, demands, and claims of whatever nature in law or in equity, from any injuries suffered by me while participating as an intern or volunteer for Microcosm Publishing or its related activities and further from the loss or damage to personal property by theft, negligence, or otherwise. I agree to indemnify (protect from harm) Microcosm Publishing from the results of any of my decisions for the duration of my involvement. I understand that all work that I perform during my volunteer internship at Microcosm will remain the property of Microcosm.

Signature _____ Date _____

(if necessary, feel free to attach additional materials)