



L.E.A.D. EP

2022 Internship Opportunity

Thank you for your interest in the L.E.A.D. EP internship opportunity available with the Village of Evergreen Park.

The internship is open to Evergreen Park residents who are graduating seniors in high school or a freshman or sophomore in college. Interns will have the opportunity to see how local government operates and will be provided resources to help further their careers. Interns will be exposed to multiple Village departments and functions and will have opportunities to go on local field trips and hear from guest speakers.

Participants will need to commit to a set schedule of three (3) days a week/15-18 hours a week. The internship will begin on June 13, 2022 and will end on July 30, 2022. Interns will earn \$12 per hour.

APPLICATION PROCESS

Please complete all applicable sections of the application and submit all requested materials together.

To be considered, the application must include:

- Completed Internship Application Form
- Essay
- Reference from an academic or professional contact (a supervisor, professor, or mentor) that includes name, title and contact information

Please email your completed application to hkokodynsky@evpkadm.org. Please include "LEAD EP Application" in the subject line. Completed materials may also be dropped off to Village Hall at 9418 S. Kedzie Ave. during regular business hours.

Applications for the 2022 program are due by May 18, 2022.

A total of 4 candidates will be chosen after review of applications and interviews conducted by volunteer residents.



2022 Application Form

Application deadline:
May 18, 2022

APPLICANT INFORMATION

Full Name :

Address :

Are you at least 18 years of age?

Yes

No

Phone :

Email :

High School :

College/
University :

Anticipated
Graduation Date :

Current GPA :

Major/Expected
Area of Study :

Work Experience

Company Name :

Address :

Your
Title/Position :

From :

To :

Company Name :

Address :

Your
Title/Position :

From :

To :



2022 Application Form

Application deadline:
May 18, 2022

Why are you interested in applying for the L.E.A.D EP internship?

What additional activities do you participate in (sports, clubs, community service, theater, etc.)?

ESSAY

Along with this application, please submit an essay between 300-700 words that answers the following question:

Please select one issue/cause you would like to improve in Evergreen Park. What thoughts or ideas do you have to address this issue or cause and how would you implement them?

REFERENCE

One reference from an academic or professional contact (a supervisor, professor, or mentor) that includes name, title and contact information is required to complete your application.

Certification and Authorization by Applicant:

I hereby certify that the information given in this application is correct and true to the best of my knowledge. I authorize the Village of Evergreen Park to make inquiries concerning my character, employment record and other matters concerning my application. I understand any misrepresentation of the information furnished by me shall be sufficient cause for denial of employment or dismissal.

I understand that I will be required as a condition of my employment to submit to a criminal background investigation.

I hereby release and discharge the Village of Evergreen Park and any person or entity from whom any such information is obtained from any liability whatsoever related to the use or disclosure of such information.

I understand that this application is not, nor is it intended to be a contract of employment. I understand employment with the Village of Evergreen Park is at-will, meaning that either I or the Village can terminate employment at any time for any reason.

NOTE: Application is void without signature.

Signature of Applicant

Date