
Personal Information

Name: _____ Student ID#: _____

Cell Phone: _____ School Email Address: _____

Personal Email Address: _____

How do you prefer to be contacted? Phone ☐ Email ☐

Academic Standing: First-Year ☐ Sophomore ☐ Junior ☐ Senior ☐ Graduate ☐

Major: _____ Minor: _____

Last Semester GPA: _____ Cumulative GPA: _____ Total Credit Hours This Semester: _____

Position Applying For (please select one):

Internship (course required) ☐, Volunteer ☐, **OR** Student Worker/Work-Study ☐

Hours Needed: _____

Semester Applying For (please select one): Fall ☐, Spring ☐, **OR** Summer ☐ Year: _____

***Additional Application Requirements:** Please provide resume/cv with application.

***Student worker/work-study positions:** Please confirm with department/supervisor if student worker positions are available for given semester you are applying for. Student Worker Position availability may vary based on departmental funds/needs.

Prior Work Experience

1) Job Title: _____

Employer: _____

Address: _____

Duties: _____

Supervisor's Name: _____

Supervisor's Phone Number: _____

May we contact your supervisor? Yes ☐ No ☐



Internship, Volunteer, and Student Worker Application

2) Job Title: _____

Employer: _____

Address: _____

Duties: _____

Supervisor's Name: _____

Supervisor's Phone Number: _____

May we contact your supervisor? Yes ☐ No ☐

Questions

Why do you want to work or volunteer at the Office of Victim Advocacy?

What strengths or skills would you bring to the Office of Victim Advocacy?

Have you received any of the following trainings?

Title IX Training ☐

Sexual Violence Prevention Training ☐

FERPA Training ☐

Sexual Assault Crisis Counselor & Advocate Training ☐

Bringing in the Bystander Training ☐

Domestic Violence Crisis Counselor & Advocate Training ☐

Have you completed any additional trainings you feel are relevant to this position? (QPR, MHFA, etc.)



Internship, Volunteer, and Student Worker Application

Please circle **three** adjectives that you feel best describe you:

Creative Self-Starter Organized Energetic Team Player People Person
Open-Minded Motivated Articulate Charismatic Leader Good Listener
Decision-Maker Empathetic Reliable Respectful Supportive Adaptable
Calm Thoughtful Inclusive Compassionate Responsible

For one of the adjectives circled, share an example of a time when you demonstrated that quality:

Is there anything else you would like us to know about you?

Available Hours to Work: Office hours for OVA are Monday – Friday, 8:00am – 4:00pm. Staff meetings are held every Friday, between 9:00am – 10:00am (time subject to change). Please note that some OVA programs and events take place during evenings and weekends. Be sure to include your full availability, including evenings and weekends, when completing your application.

Monday: _____

Tuesday: _____

Wednesday: _____

Thursday: _____

Friday: _____

Saturday: _____

Sunday: _____

The Office of Victim Advocacy supports some evening and weekend events (i.e. RA programs, OVA presentations/initiatives, Accepted Students Day, Open House, New Student Orientation, etc.). Staff is expected to support with evenings and weekends if available. Attendance at regular staff meetings required.

Do you have any other commitments that might impact your availability (e.g., other student orgs, jobs, internships)? Yes ☐ No ☐



Internship, Volunteer, and Student Worker Application

Application Check List:

- ☐ Completed Application
- ☐ Resume/CV

**Thank you for applying! Please return this application to the Office of Victim Advocacy,
DiLoreto Hall, Suite D305, or email to j.wagner@ccsu.edu .**

Office Use Only

Interview Date: _____

Comments: