



**Graduate Field Placement/Internship
2022-2023 Application Form**

*Thank you for your interest in the HiTOPS Graduate Field Placement/Internship Program.
Please complete this form, attach a cover letter and your resume, and submit by February 28th, 2022 to
Allison Hyland Ahyland@hitops.org*

Personal Information

Preferred Name: _____ Legal Name: _____
Pronouns: _____
Mailing Address: _____
Date of Birth: _____

Contact Information

(Home/Cell): _____ (Work): _____
School Email Address: _____ Personal Email Address: _____
College/University: _____
Degree: _____ Anticipated Grad Date: _____

How did you learn about the HiTOPS Graduate Field Placement/Internship Program?

What are the approximate dates for, and how many hours are you required to spend on your placement?

Do you have access to a working computer and a reliable internet connection?

Would you be available to fulfill your responsibilities either virtually or in-person; please explain.

4. HiTOPS offers placement opportunities in four areas, described in brief below. Please indicate in which area(s) you would prefer to work and why. If there's an area of work in which you would be interested that is aligned with our mission but not listed here, please describe what it is, and why it is of interest to you:
- a. Facilitating LGBTQ+ Support Groups
Conducting intakes; planning for, co-facilitating, and preparing notes from weekly groups; maintaining virtual office hours, etc.

 - b. Sexual Health Education and Training
Materials and curriculum development; co-facilitating classes/workshops; data collection, etc.

 - c. Program Evaluation
Evaluation design, data analysis, writing and preparing for distribution/publication, etc.

 - d. Communications/Development
Website design and optimization, social media content development, research, etc.

 - e. Alternative Area of Interest (must be aligned with HiTOPS mission):
5. Please indicate any unique experiences, passions, skill sets, personal qualities, or professional aspirations that you would bring to a placement at HiTOPS:

Professional Reference

Please provide one professional/academic reference who can speak to your reliability, work ethic, communication skills and commitment/passion.

1.) Name:

Relationship:

Phone Number:

Email Address:

Background Check

HiTOPS is committed to the safety and well-being of the young people we serve. All persons who work directly or indirectly with youth must agree to fingerprinting and a criminal history background check.

To the best of my knowledge, I hereby verify that the information provided in this application is truthful and accurate.

Signature

Date
