



## Horticulture, Horticultural Therapy, Plant Records & Chatfield CSA Internship Application

### Applicant Information

<b>Name:</b>			
<b>Current Address (line 1):</b>			
<b>Apartment/Unit #:</b>			
<b>City:</b>		<b>State:</b>	<b>Zip:</b>
<b>Phone:</b>	<b>Email address:</b>		
<b>Dates during which you can be reached at this address:</b>			
<b>Permanent Address (line 1):</b>			
<b>Apartment/Unit #:</b>			
<b>City:</b>		<b>State:</b>	<b>Zip:</b>
<b>Phone:</b>		<b>Alt Phone:</b>	
<b>School:</b>			
<b>Major:</b>		<b>Concentration:</b>	
<b>Cumulative Grade Point Average:</b> _____ <b>on a scale of</b> _____			
<b>Degree :</b>		<b>Anticipated Graduation Date:</b>	
<b>Other College or University Attended:</b>			
<b>Do you have a valid driver's license</b> _____ <b>Yes</b> _____ <b>No</b>			

Internships are offered in horticulture, horticultural therapy and plant records at York Street and at our CSA at Chatfield. Please rank your interest by indicating 1 for first choice, 2 for second choice and 3 for third choice. If applying for just one, please check that internship only. For additional information on these internships please visit the employment section of our website at [www.botanicgardens.org](http://www.botanicgardens.org).

Horticulture	Horticultural Therapy	Plant Records	Chatfield CSA
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## Background & Qualifications

In your application packet please include an official transcript of all college courses you have taken. The transcript(s) must include your cumulative GPA.

**Please Note:** Minimum educational requirements for these positions are listed in the job descriptions posted on our website. Applicants must currently be enrolled in college programs (including graduate programs) and have completed their sophomore year of college with a minimum GPA of 2.5 on a 4.0 scale. Graduate students who are pursuing a career in horticulture or a related field are also eligible to apply.

Please list additional applicable skills or experiences below, including relevant volunteer or work experience in horticulture.

List three things you hope to accomplish or learn during your internship at Denver Botanic Gardens.

How will an internship at Denver Botanic Gardens contribute to your ultimate career goal?

If you require additional room to answer the above questions, please do so in a word document and include it in your application packet.

## References

Two letters of reference that adequately reflect your academic and work experience are required. One should be of an academic nature from someone in your major department and the other should relate to work experience.

Please list the names and contact information for the two references who will be submitting letters on your behalf.

1. Name:			
Address:			
City:		State:	Zip:
Phone:	Email:		

2. Name:			
Address:			
City:		State:	Zip:
Phone:	Email:		

## Submission Details

Applications for 2012 summer internships must be received at Denver Botanic Gardens by **February 16, 2012**. Only completed applications with all appropriate references and transcript information will be considered. A complete application includes all of the following:

- 1) **Completed application form.**
- 2) **A copy of your resume that details your work history and horticulture related activities.**
- 3) **Official transcripts (not scanned versions) of all college courses that include your cumulative GPA.**
- 4) **Two letters of reference as outlined above.**

The completed application packet as outlined above can be emailed to: [hr@botanicgardens.org](mailto:hr@botanicgardens.org). All application emails must include your name and the word "internship" in the subject line. Application materials can also be sent via regular mail to:

Denver Botanic Gardens  
Attn: Human Resources – Internship  
909 York St.  
Denver, CO 80206

**I certify that all information provided in this employment application is true and complete. I understand that any false information or omission may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date.**

**I authorize the investigation of any or all statements contained in this application. I also authorize, whether listed or not, any person, school, current employer, past employers and organizations to provide relevant information and opinions that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements.**

**I have read, understand, and by submitting this application, consent to these statements.**

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_