

**Dick
Broadcasting
Internship
Application
Packet**

Dear Applicant:

Thank you for your interest in the Dick Broadcasting Internship Program. Our internship program offers a unique and exciting opportunity to experience the day-to-day activities of the media and communications industry.

This program will enable you to:

- Receive hands-on education and training on the planning, coordination and execution of media and entertainment.
- Establish industry contacts and build relationships for your future network.
- Become better informed on the day-to-day operations of working in the media and communications field.
- Become inspired on the effectiveness and influence of media in the public community.
- Receive educational/college credit towards your internship.

Internships are offered year-round and are divided into sessions. These internships are available to students fulfilling the following requirements:

- *Student must be at least 18 years or age*
- *Student must have an interest in media and communications*
- *Student must possess a positive and professional attitude*
- *Student must dress appropriate for the work environment*
- *Student must have the ability to commute at specified times to the station*

Please take the time to read this information packet. Inside you will find all necessary information regarding the internship program.

Good luck! Thank you for your interest in the Dick Broadcasting Internship Program!

Dick Broadcasting Application Checklist

To apply for a position within the DBC Internship Program, please submit the following completed materials:

1. Internship Application Form
2. Internship Agreement
3. Internship Program Confidentiality Clause
4. Internship Interest Form
5. Statement of Interest
6. Current Resume
7. Letter from your college or university stating that you are currently enrolled and will be receiving college credit for your internship.

Completed application and attachments should be sent to:

Matt Wells, Promotions Director

mwells@dbcradio.com

192 E Lewis Street

Greensboro, NC 27406

NOTE: All materials MUST be submitted. Once all materials are submitted, you will be contacted for an interview.

DBC Internship Application

PLEASE PRINT OR TYPE

Date:

Full Name:

Address:

Phone Number:

Email Address:

Parent/Guardian Name:

Parent/Guardian Phone Number:

School Currently Attending:

Academic Advisor Name:

Academic Advisor Email:

Major:

Minor:

Graduation Date:

DBC Internship Agreement

I, _____ hereby request that Dick Broadcasting Company allow me to participate in their internship program. I acknowledge that, if I am accepted, I will not be an employee or an agent of DBC, but will act solely as an intern, and will not represent to any party that I am an employee.

In consideration of the opportunity to acquire such experience, I do hereby release, hold harmless and forever discharge DBC, its owners, successors, agents, heirs and employees from any and all liability for personal injury or property damage which I may sustain in the course of, as a result of, or as a consequence of directly or indirectly, my internship at DBC.

Signature of Applicant

Date

DBC Internship Program Confidentiality Clause

I, _____ agree to respect the confidentiality and privacy of listeners and contacts of Dick Broadcasting Company.

Confidential information includes, but is not limited to:

- Plans
- Employment Information
- Social Security Numbers
- Dates of Birth
- Advertiser Relations
- News Story Sources
- Staff Members Phone Numbers

I understand that the information of a confidential nature that I am exposed to must remain confidential and is not to be discussed with anyone outside of DBC.

I understand that breaching the trust of confidentiality will result in the termination of my internship without credit for completion.

Signature of Applicant

Date

DBC Internship Interest Form

Please mark your areas of interest by ranking them from 1-10 with 1 being of most interest and 10 being of least.

- _____ Radio Morning Show
- _____ Podcasting
- _____ Sales
- _____ Promotions
- _____ Social Media
- _____ Audio Production
- _____ Video Production
- _____ Radio Programming
- _____ Digital Marketing
- _____ Event Management/Planning
- _____ Accounting

List any course taken applicable to your main areas of interest:

DBC Internship Application Statement of Interest

In 200 words or less, tell us why you would like to become an intern with DBC...