



Bringing children and the arts together

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## STUDENT PLACEMENT / INTERNSHIP APPLICATION FORM

Thank you for your interest in completing your educational placement at Arts for Children of Toronto (AFC).

We value the contributions students have made to our organization and the impact that they continue to make on the communities we serve.

AFC offers very exciting, unique, and rewarding opportunities for students to gain hands-on experience in a variety of areas.

Please read, complete and return this application by fax or mail with a copy of your resume or CV to:

Attn: Sonia Briglio  
ARTS FOR CHILDREN OF TORONTO  
230-401 Richmond Street West  
Toronto, ON M5V 3A8  
F: (416) 929-3681  
T: (416) 929-9314 ext. 109  
E: [sonia@artsforchildren.org](mailto:sonia@artsforchildren.org)  
W: [artsforchildren.org](http://artsforchildren.org)

Since 1995, **AFC has provided over 20,000 children and youth from low-income areas in Toronto high-quality and innovative arts training.**

An active and dedicated charitable organization, today **AFC reaches 10,000 children and youth per year**, through inner-city schools, community centres, hospitals and Toronto Community Housing (TCHC) buildings.

Our work is focused within the following communities:  
**Lawrence Heights, Weston-Mount Dennis, Warden Woods, Malvern, Cataraqui, Jane-Finch, and Regent Park.**

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Responding to one of our postings? For which position: \_\_\_\_\_

[ Please print clearly ]

## Applicant Information

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

## SCHOOL AND PROGRAM

Institution \_\_\_\_\_

Year of Study \_\_\_\_\_

Major and minor \_\_\_\_\_

## PLACEMENT SUPERVISOR

Name \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Fax \_\_\_\_\_

## EMERGENCY CONTACT

Name \_\_\_\_\_

Phone \_\_\_\_\_

Relationship to you?  
(e.g. mother, friend...) \_\_\_\_\_

Health issues we should  
know? \_\_\_\_\_

## Previous Placements

1. Have you ever completed a placement before?

YES

NO

If so, when and where?

2. What were your duties at that placement?
  
3. How did you hear about Arts for Children?
  
4. Why do you want to do a placement at Arts for Children?
  
5. Do you have any experience working with underserved youth and children, non-profits or arts-based organizations?  
 YES  
 NO  
  
If yes, please describe:
  
6. What do you hope to achieve and learn through this placement?
  
7. What do you need from Arts for Children to fulfill this placement?
  
8. Is there any additional information that you wish to share with us, including relevant educational or training background?

## **Experience and Logistical Information**

9. What dates would you like to start and end your placement?

10. What is your availability for your placement? Please check all days and times that apply and note the total hours per week your placement would require.

<b>TIME</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
9:00 a.m.						
9:30 a.m.						
10:00 a.m.						
10:30 a.m.						
11:00 a.m.						
11:30 a.m.						
12:00 p.m.						
12:30 p.m.						
1:00 p.m.						
1:30 p.m.						
2:00 p.m.						
2:30 p.m.						
3:00 p.m.						
3:30 p.m.						
4:00 p.m.						
4:30 p.m.						
5:00 p.m.						
5:30 p.m.						
6:00 p.m.						
6:30 p.m.						
7:00 p.m.						

**TOTAL HOURS/WEEK:** \_\_\_\_\_

11. Do you have a car?

- YES
- NO

If yes, would you mind travelling offsite to pick up food and supplies for arts workshops?

- YES
- NO

12. If interested in assisting community artists during workshops with young people, please list any specific skills, training and experience that would assist you in doing this.

13. Do you know sign language?

- YES
- NO

14. Do you speak a second language?

- YES  
 NO

If yes, which one(s)?

15. Do you have special needs training?

- YES  
 NO

If yes, please describe:

16. Please check all areas that you are interested in.

- OFFICE ADMINISTRATION (Data entry, follow-up phone calls, assisting staff, filing...)  
 FUNDRAISING (Donor and grant research, sourcing donations and resources...)  
 ARTIST ASSISTANTS (Assist artist during workshops, research images and materials...)  
 TRANSPORTATION (Delivery and pick up of art supplies and snacks for art workshops)  
 CARPENTRY AND INSTALLATION (For murals and large art projects in schools or public space)  
 SPECIAL EVENTS  
 COMMUNITY OUTREACH AND PROMOTION  
 PUBLIC RELATIONS (Compile community media contacts, assistance with public awareness)  
 COMMITTEES  
 OTHER (Explain briefly:)
- 

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W: [artsforchildren.org](http://artsforchildren.org)

Thank you for applying for a student placement/internship with Arts for Children of Toronto.  
I will be in contact with you shortly to set up a time for an interview and orientation.  
Please feel free to call me at the number above if you have any questions.