



**2020 ARC/Gardner & Gardner Communications Internship  
at Charleston|Orwig in Hartland, Wisconsin  
STUDENT APPLICATION**

*The ARC Internship Program is sponsored by Gardner & Gardner Communications and through a grant from the ARC Foundation.*

**Key Information about the Internship Program**

The ARC Foundation has an internship program for college students having completed at least one year of undergraduate work. Under this unique arrangement, ARC is partnering with Charleston|Orwig to coordinate the internship program. Key details:

- The intern will work as a public relations intern at Charleston|Orwig in Hartland, Wisconsin.
- Internship is worth a total of \$5,000 -- \$4,000 stipend and \$1,000 to be used to attend the annual professional development meeting of ARC – to be held June 23-25, 2020 in Richmond, Virginia.
- The intern will spend 90% of his/her time on Charleston|Orwig projects and 10% to support and attend the ARC annual meeting.
- The internship will be 10-12 weeks long.
- Student intern applications close February 21, 2020. The intern will be selected by March 30.
- Intern will be chosen by representatives from the hosting organization, along with a representative of Gardner & Gardner Communications.

Please complete **ALL** sections of the form below.

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

Home/Permanent Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Parents' Home Phone: \_\_\_\_\_

Parents' Cell Phone: \_\_\_\_\_

Student Cell Phone: \_\_\_\_\_

Current Student Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

College/University: \_\_\_\_\_

Major Course of Study: \_\_\_\_\_

Status (check one – UNDERGRADS ONLY: Sophomore \_\_\_ Junior \_\_\_ Senior \_\_\_)

Scheduled Graduation Date (Month/Year): \_\_\_\_\_

Overall GPA: \_\_\_\_\_ GPA in Major: (on a scale of 4.0 = A)

Please list the courses you have completed or in which you are currently enrolled that would relate to the internship you are applying for:

---

---

---

Please answer the following questions (below or on a separate sheet of paper):

1. "I would like to be the ARC intern because..." (75 words or fewer):

---

---

2. "What I hope to learn as the ARC intern is..." (75 words or fewer)

---

---

3. "When I graduate from college, my ideal job would be..." (75 words or fewer)

---

---

4. This is an agricultural public relations internship. Please list anything that describes your connection with or interest in agriculture.

---

---

5. Please list other internships in which you have participated or other relevant experience to qualify you for this program.

---

---

Other requirements:

- You must submit a resume, samples of your writing, communications work, (either through previous internships, part-time jobs or through ag PR classes). Show as much variety as you can to accentuate your positive attributes as a communications student. We will accept no more than three samples.
- You must either be a member of your state Ag Communicators of Tomorrow (ACT) chapter, a member of the Public Relations Student Society of America (PRSSA); or provide sufficient experience in marketing communications to make you eligible for this internship (if your school doesn't have an ACT or PRSSA chapter or you aren't a member).
- If necessary, the top three finalists may be required to complete a marketing communications assignment in relation to the internship.

All applications, along with supporting documents, must be postmarked or emailed no later than February 21, 2020, to:

Sandra O'Rourke, Associate  
Agricultural Relations Council (ARC)  
126 W. Main Street, East Suite  
New Prague, MN 56071  
Phone: 952/758-5811  
Email: [sandraorourke@gandgcomm.com](mailto:sandraorourke@gandgcomm.com)

Please direct any questions to Sandra O'Rourke or Kristy Mach, ARC executive director ([kristymach@gandgcomm.com](mailto:kristymach@gandgcomm.com))