

62-B DISTRICT COURT PROBATION

STUDENT INTERN

- Requirement:
- Senior status in college.
 - Willingness to work a minimum of 4 hours per week for a period of at least 12 weeks.
 - Desire and mutually perceived ability to work within the court system.
 - Complete interview with probation director.
 - Participate in training programs as necessary. (8 -10 hours outside of internship may be required).

Internship Goals:

- Develop working knowledge of the court systems in general and the probation officer's role in particular.
- Develop interviewing skills and techniques as related to Court clients
- Acquire a basic knowledge and understanding of the legal principles governing probation practice.
- Develop a working knowledge of major community resource agencies and their available services for clients.
- Manage, with supervision, a small probation caseload.

62 B DISTRICT COURT
4740 Walma, SE
Kentwood, MI 49512
(616) 554-0720
(616) 698-8199 (fax)

INTERN APPLICATION

Position Applied for: Student Intern

Name: _____ Date of Birth: _____

Address: _____ City: _____ State: _____ Zip: _____

How long at the above address: _____ Home Phone : _____

Employer: _____ Position: _____ How Long: _____

Drivers License Number : _____

Educational background and/or training: _____

Past/current volunteer experience: _____

What do you hope to derive from your experience as an Intern in this program? _____

Where did you hear about the intern program: _____

List two individuals, other than relatives, who can provide a recommendation for you:

Names	Address:	City State	Zip	Phone
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Have you ever been convicted of a crime? _____ If yes, please explain _____

IN CASE OF EMERGENCY, WHO SHOULD BE NOTIFIED?

Name	Address	Daytime Phone	Evening Phone
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Days of the week or hours you are available.

LENGTH OF INTERNSHIP

I CERTIFY THAT THE INFORMATION IN THIS APPLICATION IS COMPLETE AND TRUE. I AUTHORIZE THE 62-B DISTRICT COURT INTERN PROGRAM TO CONTACT REFERENCES AND THE KENTWOOD POLICE DEPARTMENT TO PROCESS A POLICE CHECK IN ORDER TO DETERMINE MY ELIGIBILITY AS AN INTERN IN THE 62-B DISTRICT COURT PROGRAM.

COMMENTS: Do you currently have or have you in the past had family or friends on probation on this Court?

Signature: _____ Date: _____

FOR OFFICE USE ONLY

Date Received: _____ Date Reviewed: _____ Date of Interview: _____ Date Accepted/Rejected: _____