



**PLACEMENT ORGANIZATION COVER SHEET 2008**

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

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Hours of Operation: \_\_\_\_\_

Primary Contact for the Unity Summer Program: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Intern's Direct Supervisor: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Executive Director: \_\_\_\_\_

Person who will be attending Unity Summer Orientation: \_\_\_\_\_

How many interns are you requesting this summer? \_\_\_\_\_ Please include a separate Job Description Form for each intern position you are requesting.

What are the mission and goals of your organization?

Briefly describe your programming.