



**SMC Faculty Internship Program  
Chief Faculty Intern Lead Application Form**

**PLEASE COMPLETE ALL FIELDS**

**Complete the information (1 to 3) requested below, and submit to the Santa Monica Community College District Teaching Internship Program:**

1. Complete this application form.
2. Letter of intent highlighting experience in developing and coordinating programs and/or familiarity with special funded programs.
3. Provide a current resume.

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

Department(s)/Discipline(s): \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work E-Mail: \_\_\_\_\_ Personal E-Mail: \_\_\_\_\_

Best Time(s) and Method(s) to Contact You: \_\_\_\_\_

Your Department Chair's Name: \_\_\_\_\_

Your Department Chair's Phone: \_\_\_\_\_

Your Department Chair's E-mail: \_\_\_\_\_

**LIST YOUR SPRING SMC TEACHING SCHEDULE BELOW**

Subject Area, Course Number, Section Number (Example: Mathematics 30A – #1206)	Scheduled Day(s)	Scheduled Start and End Time
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____

**Please note:** Do not list classes taught outside of SMC.

Do not list online classes.

If your Spring 2025 schedule should change after you have submitted this form, please send your updates to [HRFaculty\\_Applications@smc.edu](mailto:HRFaculty_Applications@smc.edu)

Please email your fully completed form and application to

[HRFaculty\\_Applications@smc.edu](mailto:HRFaculty_Applications@smc.edu)

**Application deadline:**