



## HERBACULTURE INTERNSHIP PROGRAM APPLICATION FORM 2011

*This application can be submitted by:*

- ☼ **Mailing to: *Herbaculture Internship Program***  
Herb Pharm, P.O. Box 116, Williams, OR 97544
- ☼ **E-mail, as a **Word Doc or PDF**, to:**  
[workstudy@herb-pharm.com](mailto:workstudy@herb-pharm.com)
- ☼ **Fax to (541) 846-6891**

*Please **include, or send, 2 letters of recommendation** from people you have worked with. These letters should address your interest in Herbalism, experience living and/or working as a member of a team, and your physical ability to do production farm and landscape work in changeable climate.*

Name: \_\_\_\_\_ Date of birth: \_\_\_\_\_

E-mail: \_\_\_\_\_ Home phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

I am interested in the following session(s)  
—*please note order of preference. You must be available for the entire session.*

\_\_\_ **Spring: April 6-June 9** \_\_\_ **Summer: June 22-August 25** \_\_\_ **Fall: September 7-November 17**

Permanent Address: \_\_\_\_\_ City and State and Zip: \_\_\_\_\_

1. Have you ever been to Herb Pharm? If so, when and for what event?
2. If not, how did you first learn about the Herbaculture Internship Program?
3. Do you know anyone who has participated in the program in the past? Who?
4. What other programs or schools have you participated in?
5. What other program or schools are you currently considering and how do you think this program will help you to meet your personal and career goals?
6. How would you describe your personal herbal study (reading, internet, workshops, mentors, herbalist friends)?

7. Please describe any experience you have with herbal science: botany, phytochemistry, pharmacology
  
8. Please describe any experience you have with Ethnobotany, Ethnomedicine
  
9. Please describe any experience with Conservation, Research, Botany, Education
  
10. The hands-on part of this program includes bending, stooping, squatting, digging, hoeing, hand picking, pruning, clipping, chopping, lifting, and hiking for hours at a time. Unresolved physical injuries, potentially communicable conditions, and constitutional weaknesses might limit your ability to do this work as you will be expected to participate daily in the full range of field and landscape activities. Please disclose any physical or constitutional condition that might need to be discussed during the interview process.

*Please note that any physical injury or accident that takes place between now and the start of the session must be reported, as it may be necessary to delay your participation. Additionally, any contagious condition that is disclosed or arises during the program must be reported and may necessitate your early departure as Good Manufacturing Practices (FDA Regulations) and Good Agricultural Practices would prevent your participation in the program..*

11. Weather can be cold and wet in spring and fall sessions and very hot in the summer. Please list any experience you have had with physically demanding work under these conditions.
  
12. Work on the farm involves working in and around a wide variety of plants and grasses. Do you have any known allergies that might limit your ability to work safely in this environment?
  
13. Group living is a major part of this program. This includes sharing bedroom space with up to 4 other students, group food purchasing and menu planning as well as housekeeping responsibilities. If you are not comfortable with these arrangements, and if you are not comfortable maintaining a high standard for hygiene this program is not for you. What experience do you have in living and working as part of a work group, team or class?
  - a. What are the things you enjoy most about this situation?
  
  - b. What issues have you had experience in addressing and resolving as a member of a group?

14. The majority of your meals while here will be shared. Your diet will be primarily vegetarian/vegan; but you will need to be comfortable shopping, cooking and dining with people who eat meat. Because of the limited kitchen space, and cooking schedules, we are unable to accommodate special diets including gluten free, food allergies, raw macrobiotic and kosher. Is this acceptable to you?
- a. Are you comfortable contributing at least \$150 **in cash**\* a month towards a flexible, eclectic, wholesome, nutritious, conscientious (ethically raised animals), menu?

\*Food stamps and dumpster food are not appropriate contributions in this program.

15. Sharing the house with up to 14 other people involved in an intense program requires that particular attention be paid to honoring common space; this includes keeping your personal items in your own room or outdoor camping space, refraining from bringing garage sale finds or freebox clothes into the common space and cleaning up after yourself after all meals and projects. Can you make a commitment to honoring the need for neatness and cleanliness at all times?
16. Because of the close living quarters as well as the nature of work on a production herb farm/FDA regulated facility, we are unable to accommodate interns with communicable disease such as Tuberculosis, Pneumonia, HIV/AIDS, Smallpox, MRSA, and Malaria. If you know that you have a communicable disease, we regretfully cannot consider your application. Do you understand the reasons for these restrictions and do you agree to inform Herb Pharm immediately if you suspect any of the above conditions?

Please read the attached House Rules and indicate here if you can honestly abide by them. Also, please comment on the restrictions that we feel are necessary to facilitate a healthy home environment for our students.

17. Due to the intense nature of this program, we ask that you do not plan outside activities during the week. This includes working, having more than occasional guests, taking other classes and travel. Are you comfortable making this commitment?
18. The Intern House is well equipped, but there are some things that you will need to bring with you, these include a sleeping bag, pillowcase and a warm washable blanket. The physical space that you will be sharing is limited and we ask that you not bring extra things with you and that you not bring any other things, such as garage sale items, into the household without prior approval from the program coordinator. Are you comfortable with these restrictions?
19. What special talents, hobbies or interests do you have?
20. What means of transportation will you be relying upon while here? Car? Bicycle? Walking?
21. Are you interested in being on a waiting list if the program is filled? Yes or No \_\_\_\_\_
22. When is the latest you could be notified if a space on the waiting list opened up? \_\_\_\_\_
23. Is there anything else that you would like to tell us about yourself to help us evaluate your application?
24. What is your favorite herb and why?

Work, Education and Activity History: Please provide the following information about your last four employers, assignments, or volunteer activities, starting with the most recent.

From \_\_\_\_\_ To \_\_\_\_\_ Organization: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Job Title: \_\_\_\_\_

Summarize the nature of work performed and job responsibilities.

From \_\_\_\_\_ To \_\_\_\_\_ Organization: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Job Title: \_\_\_\_\_

Summarize the nature of work performed and job responsibilities.

From \_\_\_\_\_ To \_\_\_\_\_ Organization: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Job Title: \_\_\_\_\_

Summarize the nature of work performed and job responsibilities.

From \_\_\_\_\_ To \_\_\_\_\_ Organization: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Job Title: \_\_\_\_\_

Summarize the nature of work performed and job responsibilities.

# ***House Rules***

*Please read, make sure that you understand and agree to honor these rules, sign and return with your application.*

- ☉ I agree to honor this land as a botanical sanctuary. I will honor all living beings by keeping this a SMOKE FREE zone and by nurturing a quiet and peaceful atmosphere.
- ☉ I agree to keep all personal belongings picked up daily and in my private space so that all may enjoy a clean and clutter free household.
- ☉ I understand that library books are for the use of all and agree to sign out for any removed from the library or study in the provided card catalog.
- ☉ I will not sleep and will not have guests sleep on the main floor of the house or on the porch.
- ☉ I agree to bring any blankets, cushions, pads and pillows into the house at the end of each day unless they are being used in my tent. I will not take any mattresses out of the house.
- ☉ I agree that any use of alcohol must be responsible (includes being 21), and not take place during the workday or, on class days, until after class.
- ☉ I agree to follow all guidelines for herbal projects both in the house and in the medicine lab including labeling with my name, name and source of the herb, date started and intended product.
- ☉ I agree that all food handling shall be done hygienically and respectfully. This includes storage, handling and cleaning of equipment used.
- ☉ I understand that I may have guests visit, on weekends only. I understand that my entertainment of them must not in any way interfere with the primary goals of the program. I will inform the program coordinator and my housemates of planned visits and agree that overnight guests must camp outside. I agree that any dinner guests will contribute toward the food fund and may also gift the household with food. I understand that my guests may not arrive before the end of classes on Friday and must leave Sunday evening. Guests may not be in the house unless invited by the group as a whole. I also understand and agree that computers, library, kitchen, medicine lab and other facilities of the program are for the use of interns only and will make sure that my guests understand all of these conditions.

***I have read, understand, and agree to abide by the above House Rules. I understand, that if I do not follow these rules, or if, my actions create a disruption to the household or to the program, I may be asked to leave.***

Signed: \_\_\_\_\_

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