



Cavaliers Future Leaders Internship Application Process

Thank you for your interest in participating in the City of Coral Gables Cavaliers Future Leaders Internship Program. The Coral Gables Cavaliers Future Leaders Internship Program was designed to introduce rising Seniors of Coral Gables Senior High School to the inner workings of local government.

Application Steps

Step 1: Ensure that you meet the minimum requirements for the internship program:

- You are a current Coral Gables High School student
- You are an incoming senior
- Have an unweighted grade point average of 3.0
- Exhibit an interest in government.
- Have a record of good conduct.

Step 2: Complete the Gables Cavaliers Future Leaders application (ensure all sections are completed). There is a link on the webpage to a fillable pdf application. Complete a 1-page Essay on the topic – “Tell us about a time you had to ask for help”.

Step 3: Submit your application and required documents via email to recruitment@coralgables.com. The deadline to submit this application is April 11, 2022. All applications must also include the following documents:

- 1- page Essay on the topic – “Tell us about a time you had to ask for help”.
- Report card or progress report showing an unweighted GPA of 3.0 or above.
- Updated Resume.
- A letter of recommendation from a teacher or school administrator.
- A waiver/indemnification form signed by a parent/guardian.
- A copy of a Photo ID (i.e.: Driver’s license, Identification Card or School ID).

Step 4: The Human Resources Department will review your application submission and conduct a review process. If you are selected to participate in the program a representative from the Human Resources Department will contact, you and instruct you with the next steps in the process.

If you have any questions, you may contact the City of Coral Gables Human Resources Department by phone at: 305-460-5523.