

Applying to the Phoenix Student Worker Program is a two-step process.

Step 1 – Apply online at the State of Minnesota Career's website

- Go to go to mn.gov/careers
- Select "External Applicants"
- Enter "52367" in the Keywords box and select "Search"
- Choose the student worker link
- Click "Apply for Job"
- If you don't have an account yet, choose "Register Now." Otherwise sign in.
- The system will guide you through the rest of the application process. Be sure to include the position title you are interested in on your resume.

Please note: The Job ID number changes each year; the number listed above is effective until May 2022.

Step 2 – Submit your unofficial transcript and Phoenix Application Supplement

After applying to the Phoenix Student Worker Program online, applicants must email the program coordinator:

- A copy of their most recent unofficial transcript
- The Phoenix Application Supplement form.
 - The supplement form provides additional information to verify program eligibility. Please fill out the form completely.

View a short descriptions of available positions at dot.state.mn.us/careers/phoenix-positions.html

Email your transcript and supplemental form to:

Beth Friberg, Phoenix Program Coordinator, at Beth.Friberg@state.mn.us

Personal Information

First name: _____ Last name: _____

Phone: _____ Email: _____

Referred by

Name: _____ Title/Relationship: _____

Phone: _____ Email: _____

Statement of Interest

Please describe why you are interested in the Phoenix Student Worker Program:

Education Enrollment Information

Name of high school: _____ Graduation date: _____

City of high school: _____ Cumulative GPA: _____

School counselor's name: _____

Counselor's phone: _____ Counselor's email: _____

Future Education Plans

List all colleges or universities you have applied to:

Anticipated college major: _____

Additional Information

List any special skills, school, or community activities (including positions held), and highlights of academic or achievement honors:

Position Preference

List your top three position preferences from the opportunities listed on the job posting. Short descriptions of each position can be found at [Phoenix Program Opportunities webpage](#).

- 1.
- 2.
- 3.

Other Program Participation

Please indicate which of the following programs, if any, you plan to participate in over the summer. Select all that apply.

Right Track – St. Paul

Step-Up Achieve – Minneapolis

Emerge – Minneapolis

Not planning on participating in any of the above programs