3.29.16

**Frantz Building Services**, a leading regional supplier of quality commercial cleaning and other building services, is **seeking a Marketing/Sales Assistant Intern.** This position is M-F, approximately 30-hours per week with a flexible start time and is located in our Owensboro office. It reports to the Business Development Manager.

The primary responsibilities for the position are:

* Maintains company social media presence, including website
* Manages letter/email campaigns
* Creates and manages marketing/sales related materials
* Makes outbound, pre-qualifying calls to prospective new customers
* Schedules appointments for sales team
* Gathers and maintains research and new customer lead information
* Manages new sales account set up process
* Projects a professional image and maintains good customer and public relations

Requirements:

* Must have excellent written and verbal communication
* Must have professional telephone etiquette
* Must have experience with MS Office Suite and graphics programs (ie: Photo Shop, Corel Draw)
* Previous experience with business to business sales preferred, but not required
* Working knowledge of Salesforce and Word Press is preferred, but not required
* Excellent project management skills with the ability to juggle multiple projects at once
* Degree in Marketing, Business or English is desired (or currently pursuing)

Interested and qualified candidates should submit a resume to the HR Manager at [jstallins@frantzbuilding.com](mailto:jstallins@frantzbuilding.com) , or for more information, contact Jodie Stallins at 270.685.5383.

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3.29.**16 Pre- Medically related tracts** **The Kentucky Public Health Association Conference is coming up on April 12th and 13th** and we are in need of volunteers to sit at our exhibit table. Volunteers will help run a trivia giveaway and share information on our MRC Unit and preparedness.

If you are interested, please complete this form with your available times. A final schedule will be shared prior to the event.

Is the link not working? Here is the direct URL: <http://goo.gl/forms/X482k7i7LZ> .

If you have any questions or concerns, please let me know!

Sincerely,

Abby Beerman, MPH

Epidemiologist

Green River District Health Department

1501 Breckenridge St.

Owensboro, KY42303

Office # 270-686-7747

Fax # 270-926-9862

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3.23.16 **Specialty Foods Group will be hiring a college intern for the summer** and would like to post this position on your job boards. We are an equal opportunity employer, and would appreciate if the EEO tagline was included on the job description as well as the below disclaimer:

Also the hours are listed at 7 – 6, but that is flexible. It will likely be more like 8-4 or 8-5 with a 1 hour lunch. It will pay $10.00 per hour this first summer. 

Nicki Swanson

Manager of HR Programs and Employment I Specialty Foods Group, Inc.

6 Dublin, Lane I Owensboro, KY 42301 I (270) 852-6299 I [nswanson@sfgtrust.com](mailto:nswanson@sfgtrust.com)

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3.15.16 New Beginnings is holding volunteer  training .

 We are looking for compassionate people who want to help others.  Volunteer training is starting **on March 21 from 6-9 and will continue on March 28, April 11, 18, and 25th at the same time.** Our volunteer program gives you the training you need to be there for a victim of child sexual abuse or adult sexual assault at one of our hospitals.  Volunteers only respond to the hospital located in their county or closest to their residence.  Usually 1 night a month volunteers will be “on call” and respond to crisis calls at the hospital.  Ensuring our survivors are treated with compassion and respect during one of the most difficult times of their lives is something New Beginnings strives to do and gives you the tools to be their advocate.  It’s a rewarding experience and it does so much for a survivor when they know they have someone with them every step of the way.  If you want to be part of something amazing that you can do in your community please contact Terri at 270-926-7278. Must be 20 or older

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3.1.16

I am a small business owner here in Owensboro. The company, PreFix Home, produces and markets an anti-chafing product for runners and other athletes. The product is called NipEaze.

I am looking for at least one student, possibly two, who would be interested in an internship and/or part-time job with an emphasis on marketing. I have experience with apprenticeships from my previous small business in home remodeling.

Pat Ward

NipEaze.com

email: [prefixhome@bellsouth.net](mailto:prefixhome@bellsouth.net)

ph: 270.691.6082

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2.24.16  **Environmental Education Internship or seasonal staff**:

**Kentucky 4-H Camp** is now actively seeking three interns (or seasonal staff) for its fall 2016 environmental education camping program. We will be hiring two individuals for North Central 4-H Camp (Carlisle, KY) and one person for West Kentucky 4-H Camp (Dawson Springs, KY). I have attached a job description to share with students. For more information, please contact Darrell Stillwell (Darrell.Stillwell@uky.edu) or Shane Browning (Shanebrowning@uky.edu).

Interested students or recent graduates may apply here:

North Central Location: <https://ukjobs.uky.edu/postings/95728>

West Kentucky Location: <https://ukjobs.uky.edu/postings/95733>



Thank you for your help and efforts in recruiting students for the Kentucky 4-H environmental education camping program!

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2.24.16 My name is Stephen Rutherford and I am the Digital Media Developer for **Holiday World & Splashin’ Safari in Santa Claus, Indiana**.  I reached out to you last year and wanted to make you aware that we are once again looking for a **Seasonal Digital Media Intern** to work in our Communications Department during the 2016 operating season.

It is our hope that the selected intern will not only have a passion for videography, photography and design but also have a background in these areas from either courses of study or extracurricular activities.  Someone in any area of media, broadcast, public relations or design would fit well with what our needs are this year.

Please direct interested individuals to <http://www.holidayworld.com/jobs> to apply for the “Seasonal Digital Media Intern”.

Thank you for your time.  I appreciate you passing this information along to the appropriate students.

**Stephen Rutherford**

Digital Media Developer

**Holiday World & Splashin' Safari**  
[srutherford@holidayworld.com](mailto:srutherford@holidayworld.com)

2.11.16 OMU is seeking a summer intern for a Safety position. Please post the below job link to your internal job boards. The link will direct them to the job description and the application. Thank you!

<https://omu.applicantpro.com/internaljobs/349684-83025.html>

Nicole Murphy, PHR

Owensboro Municipal Utilities

HR Generalist

1531 East 4th St

Owensboro, KY 42303

Phone: 270-691-4303

Fax: 270-686-7820

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2.11.16 The Partnership’s [Public Service Fellows Program](http://pps.convio.net/site/R?i=tTMi43jw5Sz3GYfwX3kXaw) provides the opportunity for current students and recent graduates to develop professional skills while helping transform how government works.  
  
Our fellows do substantive, meaningful work that is integral to our day-to-day operations, programs and activities. Duties vary across [our teams](http://pps.convio.net/site/R?i=PfOW06kfqcpiMp_fiqv0Og), but include event planning, research, writing and working with outside partners, including federal agencies and colleges and universities.

|  |
| --- |
| [**LEARN MORE**](http://pps.convio.net/site/R?i=r_VtEQDzF3u8vlg-Jq3xZQ) |

Fellows have opportunities to grow personally as well as professionally through workshops and training sessions geared toward students and young professionals. We offer the following stipends:

* $1000/month for fellows with an undergraduate or graduate degree
* $800/month for fellows who have not yet graduated

Pay is pro-rated for part-time fellows.

**Who Should Apply**

We strive to be inclusive and actively recruit for diversity, believing that a range of backgrounds, perspectives and experiences contributes to our mission of revitalizing government.

We seek extraordinary applicants who:

* Are committed to public service
* Have strong written and oral communication skills
* Think analytically
* Work well in teams

If you share our passion, we want to hear from you.  
  
**Applications for the 2016 summer term close on Saturday, February 27.** [**Apply today**](http://pps.convio.net/site/R?i=bGXi7yB2uifjc0uv8lImhg)**!**

http://pps.convio.net/site/PixelServer?j=jO8GqoYjBndhv87EhnMGJQ

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2.11.16

**Full-time AmeriCorps Internship in NE Tennessee-Outreach**



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2.11.16 Mammoth Cave National Park is looking for a couple of summer bat assessment interns. They will be hired through the Student Conservation Association. More information about the positions and a link to the application process can be found here: <https://www.thesca.org/serve/position/summer-bat-assessment-interns/po-00696025>.

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2.11.16 **Crater Lake, Oregon Summer Fellowship opportunities for the adventurer .**



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2.11.16 **IEPA's Governor’s Environmental Corps summer internship program**

The Illinois Environmental Protection Agency (Illinois EPA) is sponsoring the 25th annual Governor’s Environmental Corps (GEC) summer internship program, which will continue to be privately funded by Illinois corporations. Students with backgrounds in biological sciences, physical sciences, chemistry, engineering, environmental education and law, who are looking for a unique and comprehensive summer internship experience are encouraged to apply.  Most of the positions are technical or scientific; no environmental policy positions are available at the intern level.

The purpose of the GEC program is to promote environmental awareness and education and provide comprehensive knowledge of issues and careers in the environmental field.

Approximately 20 participants will work in specific areas of the Illinois EPA such as: Air Pollution Control, Land Pollution Control, Water Pollution Control, Public Water Supplies, Laboratories, Legal Counsel, Environmental Education, Field Inspections/Sampling or assistance programs.

Internships are full time (Monday - Friday, from 8:30 a.m. to 5:00 p.m.) from June 1 - July 29, 2016.  Salary is $1,645 per month.

Eligibility to Apply

Applicants must have completed their sophomore year of college prior to the start of the summer internship program and must be currently enrolled in a full-time undergraduate or graduate program.  Students who previously participated in the GEC program are not eligible to apply.  Please note:  Students who are not attending an Illinois college or university must have Illinois residency.

**The deadline to submit your application, transcript and reference form is March 4, 2016**.

Applicants must: be permanent Illinois residents or attend an Illinois college or university; possess a valid driver's license; and provide transportation to and from work as well as off-site meeting locations.

Applicants must be able to attend a face-to-face interview in late March or early April if selected from the applicant pool.  Interviews will be necessary to make it to the final round of consideration.  Interns will start work on Wednesday, June 1, 2016, and must work the full internship schedule with the exception of the July 4th holiday.  Extended vacations should be scheduled before and after the dates of the internship.

Complete and return the [application packet](http://www.epa.illinois.gov/Assets/iepa/education/gec/2016-application-form.pdf), transcripts (unofficial are acceptable) and  
reference form by March 4, 2016.

Web site: <http://www.epa.illinois.gov/topics/education/gec/index>

For more information, call (217) 524-3038 and leave a message.

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2.3.16

CASA is a non-profit organization that trains community volunteers to be court advocates for children ages 0-18 that are in the local court systems because of abuse or neglect. CASA court advocates collect as much factual information regarding a child's well being and report to the judge. This is done by visiting the child in their home and/or at school, monitor the families case plan with social services and interview parties involved with the child. Submitting a court report with concerns and recommendations helps the judge to have a clearer picture of what is going on in the child's life and makes recommendations of what is in the best interest of the child.

Community Volunteers will be screened with an application, background check, and interview process. When approved to become a potential volunteer for CASA there will be a 20 hour advocate training course that must be completed and court observation hours. When the screening training process is completed a judge will swear the volunteer in as a court advocate for children

CASA is looking for a volunteer for a minimum of one semester.

If interested; Please complete this online application and we will follow-up with you within the next few days.

<https://KY-Ohio.evintosolutions.com/VolunteerApplication>

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2.2.16 : **TWO INTERNSHIPS FOR KWC STUDENTS**

                     1. ECONOMIC BUSINESS CONSULTANTS, INC. (1402 Frederica Street, Owensboro, KY) Accounting/Business students, (maybe Jr. level student, with local ties), who desires to be in private practice as a career, with interest in Accounting Services, knowledge of Quick Book software, tax return preparation.  A talent to assist small businesses with accounting and tax is desirable.

                     2.  LYNCO SECURITY SYSTEMS, INC. **Service Tech, installer intern, So-Jr. level student, Physics, electronics, IT, computers, with interest on cutting edge, wireless technology, security systems,  cameras/ video surveillance with remote viewing using smart phones, computers.**

Please send resume to:

**Bill Lynch**

[**lynch1236@att.net**](mailto:lynch1236@att.net)

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1.12.16 **Governor of Illinois’ 2016-2017 Dunn Fellowship Program**

I wanted to reach out and see if there was anything I could do to assist you in recruiting students for the Governor of Illinois’ 2016-2017 Dunn Fellowship Program. You should have received an email from the Governor of Illinois’ office before the holiday season detailing the program, and we’re eager to spread this fantastic opportunity with your students.

Further information and instructions can be found on the [Governor’s Office website](http://www.illinois.gov/gov/about/opportunities/Pages/default.aspx). A one-page flyer that can be distributed to students can be found [here](http://www.illinois.gov/gov/about/opportunities/Documents/Dunn-one-page-2015.pdf).  If you have any questions, feel free to contact me, and if there’s anything I need to do to facilitate recruitment (i.e. posting a page in a recruitment database, etc.), let me know.

Thank you, and have a great day!

T.J. Galullo

James H. Dunn Fellow

Department of Transformation & Metrics

Office of Governor Bruce Rauner, State of Illinois

312-814-3245

CliftonLarsonAllen Internships for 2016

**We are seeking Interns for our Evansville Office Financial Institution Group starting the Spring, Summer and Fall Semesters of 2016**.  As an intern, you will assist and provide attest and consulting services to financial institution group clients, with a primary focus on internal audit and regulatory compliance engagements. You will utilize your accounting educational background to assist in some or all stages of an engagement or project; most commonly review engagements, or procedures engagements, providing support and leverage to associates, seniors, and others. Based on performance, career goals, and business conditions you could walk away with a full-time offer.

PRIMARY RESPONSIBILITIES

• Assists with the detail work of audits, reviews, some compilations, and other assurance services for clients.

• Collects and analyzes data to detect deficient controls, duplicated efforts, fraud, or non-compliance with laws, regulations, and management policies.

• Supports multiple client engagements on time and within budget, identifying issues and communicating progress and audit results to supervisors.

• Gains experience, exposure, and knowledge in the financial institution industry.

• Expands industry knowledge through greater exposure to peers, internal experts, clients, regular self-study, and formal training opportunities.

MINIMUM REQUIREMENTS

• Passion for doing impactful work, accountability for actions, initiative make visions a reality, integrity that places honesty and trust above all else, professionalism, and conscientiousness.

• Proficient with Microsoft (MS) Windows and Office products.

• Reliable transportation and ability to travel to client sites.

•Expected graduation no later than December 2016, achieving credit requirements to sit for CPA exam.

•Minimum of a 3.00 GPA

ABOUT OUR FIRM

CliftonLarsonAllen (CLA) is a professional services firm delivering integrated wealth advisory, outsourcing, and public accounting capabilities to help enhance our clients enterprise value and assist them in growing and managing their related personal assets — all the way from startup to succession and beyond. Our professionals are immersed in the industries they serve and have specialized knowledge of their operating and regulatory environments. With nearly 4,000 people, 90 U.S. locations, and a global affiliation, we bring a wide array of solutions to help clients in all markets, foreign and domestic. For more information visit

CLAconnect.com

Todd Proebsting, Managing Consultant

Financial Institutions, CliftonLarsonAllen LLP

Direct 812-402-2812

[todd.proebsting@CLAconnect.com](mailto:todd.proebsting@CLAconnect.com)

Main 812-402-2812 x22115, Fax 812-402-2813

3000 Division Street, Evansville, IN 47711

CLAconnect.com

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1.8.16

**The Bakers Rack is a unique retail store in Owensboro, KY that has been in business for over 40 years. It draws customers from across the Bluegrass and beyond, and features home accessories, china, crystal, antique furniture and a wide range of gifts.**

**They want to host up to three paid interns this semester and beyond with some of the following skills and traits:**

**Academic areas:**

·         Marketing: Traditional, digital, social media

·         Communications: Sales Proposals, Online Product Descriptions, Social Media Strategies and Content Creation

·         Business: E-Commerce, Retail, Customer Relations

·         Sales: In-store Customer Service, Product Displays, Online Customer Management

·         Understand or want to learn about Retail Industry

·         Advertising; all forms, target marketing

·         Interior Design: Residential, Professional, Sales Displays

**Personal qualities preferred:**

·         Good communication and interpersonal skills

·         Teamwork skills

·         Adaptable

·         Solid work ethic

·         Good integrity

·         Dynamic

·         Customer service oriented

·         Understand & Demonstrate Professionalism

·         Detail Oriented

·         Creative personality/mind

·         Excellent time management skills

Good writing skills

Responsibilities will be assigned depending on the skills and drive of the individual(s) selected. Hours will be flexible, as needed to accommodate College schedule.

**Successful students may have long-term and career employment opportunities**. Interested, qualified applicants send a resume and introduction letter to : [bryan@thebakersrack.com](mailto:bryan@thebakersrack.com)

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1.6.16 I am seeking driven students in the health, exercise science, and business departments to participate in a program called Bingocize. This program is carried out at local retirement homes and assisted living facilities. The basis of the program is to improve the mental and physical health of the residents through exercising in an energetic and positive environment. The experience you gain from participating in this program will set you up for long term success and help you network with people that will open up future job opportunities. The public health field is very lucrative right now and I encourage all students to take advantage of this opportunity, not only to learn a lot and earn some credits but also to change lives and set you up for success in the future.

Contact Zach Duvall [zackarydu@gmx.com](mailto:zackarydu@gmx.com)

1.5.16

Karlie Griffith is the middle school youth director at Settle Memorial UMC and looking for a male intern to work alongside me Wednesday and Sunday evenings during our youth programming. It will be a paid position and the hours vary between 5-7 a week with extra hours available during special trips.

If interested, please contact:

Karlie May Griffith

Middle School Youth &

Adult Discipleship Director

Settle Memorial UMC

Karlie Griffith [karlie.settleumc@gmail.com](mailto:karlie.settleumc@gmail.com)

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12.15.15 **See flyer for paid internships through The National Great Rivers Research & Education Center for the summer of 2016.   Projects will be posted on Dec 18th, applications are due Jan 18th.**



11.16.15 **December Graduates!**

I would like to take this opportunity to let you know about the **internship program with the Hurricane Junior Golf Tour. We are actively recruiting spring interns** and we have a few spots left. We have worked with students, specifically from your college in the past and would love to recruit others from your prestigious program. Can you please pass this flyer along to your students?

We offer students the opportunity to work in a fast-paced, professional atmosphere, in a variety of different areas throughout the tour. We offer three different programs, from which students will gain experience in tournament operations, marketing, and video productions. We require all of our interns to receive some kind of course credit while working with the HJGT. All necessary information regarding the internship positions can be found in the attached flyer.

All interested students should email their resume and cover letter to [internships@hjgt.org](mailto:internships@hjgt.org), specifically stating which internship program would be of most interest. Please remind them that applications for the spring program need to be in by November30th, 2015.



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11.13.15 **Edge Elite Sports Performance** is looking for interns that would be interested in getting quality hours along with getting great experience in the field. Edge Elite is a sports performance program that works with athletes to not only help them excel in their sport but also has emphasis on injury prevention. Edge Elite is an affiliate with **EDGEFiT Sports and Fitness and Edge Body Boot Camp** both owned and operated from Owensboro, KY.

**We are currently looking for undergraduates that are in an exercise science or related program that has an interest in pursuing a career in personal training, athletic training, or coaching. Interns should expect to experience the following but not limited to:**

• Working with trainers to build a program that will suit the athlete(s)

• Have the opportunity to work with all levels of sports

• Gain people skills along with collaboration skills

• Have a chance to work with a team or one on one sessions

If you are interested in being a part of Edge Elite Sports Performance please contact:

Andy Shively

Training Director, Edge Elite Sports Performance

(270)314-1859

Chris Zachary

Training Director, Edge Body Boot Camp

(270) 314-9551

Limited spots are available.

10.30.15 **The Kentucky Center for the Arts** has 2 paid Internship position available for **Spring 2016.**

I have attached the Internship descriptions with instructions on how to apply.

Would you please pass along this information to your students and career center?

Thank you for allowing us to reach your students with potential experiences that will help in their future careers.



Please let me know if you have any questions.

Cecilia Reyna

Education & Community Arts Program Coordinator

502.566.5151 p

The Kentucky Center for the Performing Arts

**501 West Main Street, Louisville, KY 40202**

www.kentuckycenter.org

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My name is Kaitlin Nonweiler. I am the Community Resources Coordinator for the Refugee Services Program at Audubon Area Community Services, Inc. Owensboro has an increasing population of refugees from Cuba, Burma, and now Somalia. Our program assists adult refugee clients with employment services after 8 months and before 5 years. We also provide skills training in various forms whether it be soft skills, a technical class at OCTC, re-certification, or guiding them to higher education. In a meeting with Cindy Fiorella at OCTC, she mentioned that you might be a good person to contact concerning interns. We are in the process of developing a job readiness curriculum, and we are looking for unpaid interns to assist us in developing this and teaching some of the classes. In addition, we are looking for any interns/volunteers who need field experience in teaching whatever skills they possess. The refugee population could benefit from learning any skills that would help them regain self-sufficiency here in the U.S. If you need more information, we would be more than happy to meet with you to discuss our program in further detail.

Thank you,

**Kaitlin Nonweiler**

**Community Resources Coordinator**

**Refugee Services Program**

[knonweiler@audubon-area.com](mailto:knonweiler@audubon-area.com)

1800 West 4th Street | Owensboro, KY 42301

Office (270) 686-1604 | Fax [(270) 686-1617](tel:%28270%29%20686-1617)

[www.audubon-area.com](http://www.audubon-area.com/)

10.21.15 **American Red Cross**

**Western Kentucky Chapter needs interns and volunteers in the following areas:**

**Social Media Specialist**

Job summary:  Support local Red Cross social media to help strengthen relationships between the Red Cross and the public – including its own volunteers – and to help inform, educate and prepare the public.

The Social Media Specialist will perform a mix of proactive and reactive communications. During your assigned shift, you will monitor social media and engage in an appropriate level of engagement – ranging from posting sparingly to participating in the non-stop information flow during a disaster. SMS will work with Executive Director and Disaster Program Manager.

**Community Ambassador**

Job summary:  Support local Red Cross to help strengthen relationships between the Red Cross and the public by serving as a spokesperson informing the public, donors, volunteers, and clients about the Red Cross, our work in the community, and opportunities to get involved. Ambassador will work with Executive Director.

**Youth Club Coordinator**

Job summary:  Support local Red Cross to help strengthen relationships between the Red Cross and the youth. Red Cross Club Coordinator supports and guides the Red Cross Club in its service engagement as well as informs the Club about opportunities that lay at the local Red Cross unit level.Youth Club can be targeted to middle or high school students or college students. The Coordinator will help form the group and recruit volunteers for the group and additional volunteer leaders. Coordinator will work with Executive Director.

**Community Disaster Coordinator**

Job summary:  Support local Red Cross to help strengthen relationships between the Red Cross and the public by assisting the local disaster program manager. Coordinator will work with Disaster Program Manager.

**Welcome Team Coordinator**

Job summary:  Support local Red Cross to help strengthen relationships between the Red Cross and the public to recruit new volunteers, schedule and host volunteer orientations. Coordinator will also ensure that new volunteers have support and guide through the application process until becoming a volunteer. Coordinator will work with Executive Director.

**Service to the Armed Forces**

Job summary:  American Red Cross volunteers work to ensure the delivery of a variety of Red Cross programs and services to the military community. SAF works closely with Executive Director.

**Fund Raising/Development Intern**

Job summary:  Support local Red Cross to help provide support for the annual fundraising events; chapter stewardship efforts such as mailings, thank you calls to donors; thank you calls/notes to donors; office assistance; and donor research. Intern will work with Executive Director.

**Community Volunteer Leader**

Job summary:  A Community Volunteer Leader is a single point of contact for a community or collection of communities with the primary goal of connecting the community with the Red Cross mission. VCL will work closely with Executive Director.

**Admin Support**

Job summary:  Support the Red Cross by performing administrative duties to support a specific team, department, or chapter.  Admin support will work with Executive Director and/or Disaster Program Manager.

**Public Affair and Disaster Public Affairs**

Job summary:  Assist the Red Cross in fulfilling its mission by creating and coordinating publicity information about disaster services offered to the public. Public Affairs works with Executive Director and/or Disaster Program Manager.

**Community Disaster Presenter**

Job summary:  Assist Red Cross in delivering mission by educating community members, organizations, and agencies on how to prevent and prepare for emergencies. Works with the Disaster Program Manager.

**Pillow Case Project Presenter**

  Job summary:  Assist the Red Cross in fulfilling its mission by presenting the Pillow Case Project to local elementary schools targeting grades 3-5 in classroom and other settings. The national program has the tools ready for the schools. The highly interactive presentation addresses home fire safety, a local natural hazard, psycho-social coping skills and household preparedness steps like making a plan and a kit. Pillow Case Project intern works with the Disaster Program Manager.

Contact:

**Evelyn Miller**

Executive Director

**American Red Cross**

**Western Kentucky Chapter**

335 Frederica St

Owensboro, KY 42301

270-683-2438 – office

270-331-0462– cell

270-683-0228 – fax

[evelyn.miller@redcross.org](mailto:evelyn.miller@redcross.org)

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10.21.15 **Division of Probation & Parole**

**Multiple Internship Opportunities**

* Learn court proceedings/process
* Observe testimonies given in court by P&P Officers
* Meet Circuit & District Court Judges, Attorneys, Staff, Police Officers, and treatment facility staff in the community
* Learn how to do background checks using Courtnet
* Use Department of Corrections “KOMS” system (KY Offender Management System) used by entire Department of Corrections in KY
* Upload arrest histories into the KOMS system
* Organization & management of legal documents
* Learn about referrals of offenders to appropriate resources
* Monitor payment of fees, restitution, and community service work by Offenders
* Witness routine Report Days (when Officers meet with Offenders all day)
* Learn proper terminology for Department of Corrections
* Gain knowledge, skills, and contacts for future employment opportunities
* Learn proper preventative measures for entering secure areas

**If interested in interning with Probation & Parole please contact:**

Robin Peters

District 13 Assistant Supervisor

(270) 687-7245 ext. 232

[Robin.peters@ky.gov](mailto:Robin.peters@ky.gov)

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10.21.15

Cliff Hagan Boys and Girls Club needs interns in the following areas:

Math Tutor

Reading Tutor

Music Tutor

Agricultural Instruction

Technology Assistants

Financial Literacy

Marketing/Public Relations

Education Opportunities in areas of Academic Success, Healthy Lifestyles, and Good Character & Citizenship

I can be contacted at the number below or via email at [rbibb\_chbgc@yahoo.com](mailto:rbibb_chbgc@yahoo.com)

Ryan Bibb

Director of Operations

Cliff Hagan Boys & Girls Club

270-685-4903

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10.21.15

**Internship Opportunities Available with**

**Audubon Area Community Services, Inc.**

**Owensboro Regional Recovery, 4301 Veach Road, Owensboro, KY**

ORR is a substance abuse recovery program for adult men. Interns will observe and learn about the 12 step recovery process and participate in ORR’s therapeutic community. For more information, contact Sarah Adkins, ORR Director, at 270-689-0905 or [sadkins@audubon-area.com](mailto:sadkins@audubon-area.com).

**Family Preservation Program/Diversion Program, 1800 W. 4th Street, Owensboro, KY**

The Family Preservation Program works with families referred by the Dept. of Community Based Services to help keep children in the home. Interns will learn about child protection and in-home counseling and skill building services. The Diversion Program seeks to keep adolescents out of the juvenile court system. For more information, contact Sandy Free, FPP and Diversion Supervisor, at 270-689-9804 or [sfree@audubon-area.com](mailto:sfree@audubon-area.com)

**Senior Services, Elizabeth Munday Center, 1650 W. 2nd St., Owensboro, KY**

AACS offers a variety of programs for senior citizens. These include Senior Service Corps, RSVP, Foster Grandparent, and others. Interns will learn about these programs and various issues related to seniors. For more information, contact Vickie Poteat at 270-683-1589 or [vpoteat@audubon-area.com](mailto:vpoteat@audubon-area.com).

**Kentucky Works Program, various locations**

The Kentucky Works Program seeks to find employment, job training, and volunteer opportunities for persons receiving TANF. Interns will learn about the various opportunities available in multiple counties in western and central Kentucky. For more information, contact Paul Gronowski at 270-404-3080 or [pgronowski@audubon-area.com](mailto:pgronowski@audubon-area.com).

**GRITS Transportation, 222 St. Elizabeth Street, Owensboro, KY**

GRITS provides public transportation for persons living in the GRADD 7 county region. For more information, contact Dan Lanham at 270-686-1621 or dlanham@audubon-area.com.

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10.21.15   
[](http://www.myriadcpa.com/)

We are currently seeking interns for the 2016 Spring Semester for Tax and Accounting Services.

**Traci Tyler**Myriad CPA Group | Director of Human Resources  
Evansville: (812) 477-7990  
Henderson: (270) 827-1577  
Owensboro: (270) 691-8981

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10.21.15 

**Intern Opportunities**

The Clinical Integration Department is seeking Spring semester interns.

We can provide **3 credit hours** (KWC) as you work in one of our nation’s highest quality healthcare organizations!

* ACO exposure
* HEDIS measures awareness
* Diabetes prevention efforts
* Population Health strategies
* Community Partners collaboration
* MyChart process
* Potential patient interaction
* …many more customizable opportunities available!

*Potential paid opportunities during summer!*

**Tony Rodgers**

Care Partner

Clinical Integration

[Tony.Rodgers@OwensboroHealth.org](mailto:Tony.Rodgers@OwensboroHealth.org)

270-688-3291 (Work)

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10.15.15 **Public Service Fellows Program**

The [Public Service Fellows Program](http://pps.convio.net/site/R?i=CGvgLRmgh3hnFrhgafLS3g) at the Partnership for Public Service is an opportunity for undergraduate students, graduate students and recent graduates to participate directly in transforming the way government works while developing valuable professional skills.

Fellows are assigned substantive and meaningful work to support our wide variety of programs, events and projects to help revitalize the federal government. True to the Partnership’s emphasis on people, the fellows program incorporates opportunities for professional and personal growth through workshops and trainings specifically geared toward students and young professionals. We also strive to ensure a quality experience in terms of work and personal relationships throughout the fellowship term. Fellows also receive the following stipends:

• **Full-time fellows with an undergraduate or graduate degree receive $1000 per month.**

**• Full-time fellows who are currently undergraduate students receive $800 per month.**

**• Stipends for part-time fellows will be pro-rated accordingly.**

**WHO SHOULD APPLY**

The Partnership strives to be an inclusive organization that fosters learning, collaboration and respect. We actively recruit for diversity in our workplace, believing that a range of backgrounds, perspectives and experiences contributes to our mission of revitalizing government. We seek extraordinary undergraduate students, graduate students and recent graduates with:

• A commitment to public service

• Strong written and oral communication

• Analytical thinking

• An ability to work well in teams

There is no single academic major or background we prefer over another—if you share our passion and are committed to developing your skills while gaining valuable experience, we want to hear from you!

**The application for the Spring 2016 term closes on Saturday, October 31.** [**Apply today**](http://pps.convio.net/site/R?i=9whveP1WbnzM9w1z0U5C7g)**!**

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10.14.15 Volunteer Abroad for Students of Kentucky Wesleyan

One Heart Source is a non-profit organization rooted in the belief that it is the right of every child to have access to an excellent education that will empower opportunity, choice, and freedom. We believe students of Kentucky Wesleyan University would benefit greatly from the experience of mentoring and teaching abroad.

I would greatly appreciate it if you would consider sending the following information (below the line) about volunteering in South Africa and Jamaica to students. Please let me know if the message can be forwarded to students.

If you or students have any questions regarding our programs or organization, please feel free to contact me at any time. On behalf of the One Heart Source Family, thank you for your time and support.

Attention Students of Kentucky Wesleyan

One Heart Source is currently accepting applications for our 2016 Volunteer Programs. We are offering a variety of 2 and 4 week programs in Jamaica and South Africa!

As an OHS Volunteer you will:

• Mentor students to realize measurable academic growth and cultivate life-long relationships.

• Immerse yourself in diversity through service, workshops, and excursions.

• Collaborate with small cohorts of university students from around the world.

• Develop leadership or entrepreneurial skills through the pursuit of social justice.

Apply here for our Volunteer Programs: 2016 Application

Application Deadline: October 23

[www.oneheartsource.org](http://www.oneheartsource.org)

One Heart Source is a 501(c)(3) non-profit organization designed to build environments within marginalized populations that promote a comprehensive approach to eliminating the gap between those who have access to bettering their lives and those who do not.

Copyright © 2015 OHS, All rights reserved.

University Professors, students, staff and admin.

Our mailing address is:

OHS 1443 E. Washington Blvd. #179

Pasadena, CA 91102

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*10.13.15* We are now accepting applications for our **Summer 2016 LIVE. LEARN. INTERN. Programs in Washington, DC**. Each program includes:

 Undergraduate academic credit

 Guaranteed internship placement

 Fully furnished housing in the heart of Washington, DC  
  
**New Program**  
We are excited to announce a new program for this summer - **Leadership and the American Presidency**. This program will further develop students’ leadership skills by focusing on lessons and interactive simulations from the American Presidency. More information may be found at [www.DCinternships.org/LTAP](http://weblaunch.blifax.com/listener3/redirect?l=c35eada5-ead3-4ebd-abcb-0e6e54f5386b&id=56988e8a-a871-e511-bf30-0050568c582d&u=http%3a%2f%2fwww.DCinternships.org%2fLTAP).   
  
Please share the announcement below with any undergraduate students who may be interested in spending their summer in Washington.   
  
**Nominate a Top Student Today**  
Please also consider nominating top students for special scholarship consideration. We award close to a million dollars annually and preference is given to nominated students. You may nominate by visiting [www.DCinternships.org/Nominate](http://weblaunch.blifax.com/listener3/redirect?l=ecad15aa-006f-45e2-8a35-bd064810ca78&id=56988e8a-a871-e511-bf30-0050568c582d&u=http%3a%2f%2fwww.DCinternships.org%2fNominate).   
  
More information on our programs may be found at [www.DCinternships.org](http://weblaunch.blifax.com/listener3/redirect?l=3e1835c1-30da-47be-b0d4-8d034116154a&id=56988e8a-a871-e511-bf30-0050568c582d&u=http%3a%2f%2fwww.DCinternships.org). Please contact me with any questions. I may be reached at [mstankus@tfas.org](mailto:mstankus@tfas.org) or 202.986.0384. Thank you so much for your assistance.  
  
Sincerely,  
  
Mary Stankus  
Director, Recruitment and Admissions  
U.S. Programs  
The Fund for American Studies  
  
\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*  
  
**LIVE. LEARN. INTERN. Programs – the Ultimate DC Experience!   
June 4 – July 29, 2016**[**www.DCinternships.org**](http://weblaunch.blifax.com/listener3/redirect?l=36dfc5f7-ff15-4fe1-ad81-031977e74ad1&id=56988e8a-a871-e511-bf30-0050568c582d&u=http%3a%2f%2fwww.DCinternships.org) **Early Application Deadline: December 10, 2015 - 5% tuition discount**  
  
Spend your summer in Washington, DC and prepare for your future! Academic internship programs are offered in the following fields:  
• Public Policy & Economics  
• International Affairs  
• Journalism & Communication  
• Leadership & the American Presidency  
• Business & Government Affairs   
• Service & Community Leadership  
  
**LIVE**  
You will live just blocks from the national monuments, State Department and White House on the campus of George Washington University. **Fully furnished housing** and roommate matching is provided as part of our comprehensive program.  
  
**LEARN**  
Earn course credit while you intern! You can **earn 3 to 9 academic credits** this summer. Our unique curriculum is designed to complement your DC experience with upper level government and economics courses. Academic courses are accredited by George Mason University and taught by top rated faculty from GMU and other prestigious universities.  
  
**INTERN**  
An internship is one of the most important investments you can make in your future. As part of our program, you are **guaranteed an internship placement**. We have been creating academic internship experiences for over 40 years and work with over 300 top organizations in DC.   
  
Internship placements include:  
• Federal agencies  
• Congressional offices   
• Policy groups and think tanks  
• International affairs organizations and embassies   
• Media outlets and public relations firms   
• Fortune 500 companies and government relations offices   
• Community-based nonprofit organizations   
  
**CONNECT**  
Who you know does matter - especially when it comes to your future job search. Our comprehensive programs are designed so you can **make valuable professional connections** and practice your networking skills in a real-world setting.   
  
We offer a number of networking opportunities to enhance your internship experience and maximize your time in DC:   
• Mentor Program with DC Professionals  
• Professional Development Seminars  
• Roundtable Discussions & Networking Receptions  
• Site Briefings at Key Washington Institutions   
  
**APPLY NOW**  
Make plans for your summer now! Visit [www.DCinternships.org](http://weblaunch.blifax.com/listener3/redirect?l=864cecfb-a468-4e34-ba51-49d1879eaf35&id=56988e8a-a871-e511-bf30-0050568c582d&u=http%3a%2f%2fwww.DCinternships.org) to begin an online application today. Apply by the early deadline of December 10 to receive priority admissions and scholarship consideration as well as a 5% tuition discount.   
  
**SCHOLARSHIPS**  
We award more scholarship funding than any other DC program and strive to make the programs accessible and affordable to the best and brightest students regardless of financial status. Scholarships are awarded based on need and merit with over 70% of students receiving full or partial funding.  
  
Questions may be directed to [admissions@tfas.org](http://weblaunch.blifax.com/listener3/redirect?l=b352d774-c347-407d-9d45-4c9f617c8c52&id=56988e8a-a871-e511-bf30-0050568c582d&u=mailto%3aadmissions%40tfas.org) or 202.986.0384.

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*10.13.15* We are now accepting applications for the **Summer 2016 Institute on Philanthropy & Voluntary Service in Washington, DC**.   
  
This is an academic internship program for undergraduates passionate about service and interested in a summer experience making a community impact. Our program equips students with the practical and ethical tools needed for students to strengthen their leadership and professional skills.   
  
Please share this opportunity with interested students and encourage them to apply by the early deadline of **December 10 to receive a 5% tuition discount**.  
  
**Nominate a Top Student Today**  
Please also consider nominating top students for special scholarship consideration. We award close to a million dollars annually and preference is given to nominated students. You may nominate by visiting [www.DCinternships.org/Nominate](http://weblaunch.blifax.com/listener3/redirect?l=c4853e14-c8c6-4269-8d0b-4d9c29e7bf89&id=f7a9e894-a871-e511-bf30-0050568c582d&u=http%3a%2f%2fwww.DCinternships.org%2fNominate).   
  
More information on our programs may be found at [www.DCinternships.org/IPVS](http://weblaunch.blifax.com/listener3/redirect?l=5e54bdf7-0ef3-4898-adfa-e7a0d84e5c64&id=f7a9e894-a871-e511-bf30-0050568c582d&u=http%3a%2f%2fwww.DCinternships.org%2fIPVS). Please contact me with any questions. I may be reached at [mstankus@tfas.org](mailto:mstankus@tfas.org) or 202.986.0384. Thank you so much for your assistance.  
  
Mary Stankus  
Director, Recruitment and Admissions  
The Fund for American Studies  
  
**Summer of Service + Community Leadership in Washington, DC  
  
Institute on Philanthropy and Voluntary Service**[**www.DCinternships.org/IPVS**](http://weblaunch.blifax.com/listener3/redirect?l=a37fc2b8-d714-4431-be3e-92b8e5be0ea4&id=f7a9e894-a871-e511-bf30-0050568c582d&u=http%3a%2f%2fwww.DCinternships.org%2fIPVS)  **Summer 2016 - 4 and 8 Week Options  
Early Application Deadline: December 10, 2015 - 5% tuition discount**  
  
How will you make a difference this summer?   
  
Join the millions of volunteers, public servants and nonprofit professionals who heard the call to serve in the nation’s capital.   
  
The **Institute on Philanthropy and Voluntary Service** offers you a chance to make an impact this summer. Spend either 4 or 8 weeks this summer taking action while getting a hands-on learning experience in the nation’s capital. Your internship will put you on the front-lines working to solve local and national issues.   
  
PROGRAM COMPONENTS  
• **Guaranteed Internship** – Competitive placements with local and national nonprofit organizations  
• **Classes** – 3- 9 transferable credits, selected from a range of course options (accredited by George Mason University)  
• **Housing** – Furnished on-campus housing in the heart of DC, at George Washington University  
• **Leadership & Professional Developmen**t – Mentoring and career building activities including seminars, site briefings, and guest lectures  
• **Community Involvement** – Hands-on service projects, fundraising activities and briefings at local nonprofit agencies  
  
APPLICATION + SCHOLARSHIP INSTRUCTIONS  
Apply by the **December 10** early deadline and receive a **5% tuition discount**. For more information or to start an application, please visit our website at [www.DCinternships.org/IPVS](http://weblaunch.blifax.com/listener3/redirect?l=8002200f-b929-413b-a558-9d06800d82e1&id=f7a9e894-a871-e511-bf30-0050568c582d&u=http%3a%2f%2fwww.DCinternships.org%2fIPVS).  
  
We award more scholarship funding than any other DC program and strive to make the programs accessible and affordable to the best and brightest students regardless of financial status. Scholarships are awarded based on need and merit with over 70% of students receiving full or partial funding.  
  
Questions may be directed to [admissions@tfas.org](http://weblaunch.blifax.com/listener3/redirect?l=11664853-7c55-4870-adc5-eeb6bda4b566&id=f7a9e894-a871-e511-bf30-0050568c582d&u=mailto%3aadmissions%40tfas.org) or 202.986.0384.

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*10.12.15 T*he American Red Cross is searching for some interns to help out in the Owensboro office. They would primarily be working with disaster victims giving them follow up calls to check on them, issuing referrals to community partners, and updating our Case Management System. Also, they would be working on building our referral/community partner database.

AND: Saturday October 24th - 9am - 2pm, the Red Cross needs lots of volunteers for our Home Fire Preparedness Campaign. No Red Cross experience or prior training required. Volunteers will meeting at 9am and receive training and the go door-to-door share information about home fire safety and installing smoke detectors. I am headed to see Hallie but if you have questions, feel free to email me. Thanks!!!

The American Red Cross, Western Kentucky Chapter, will be visiting Owensboro homes as part of its Home Fire Preparedness Campaign to teach people how to be prepared for home fires and install smoke alarms where needed.

Seven times a day someone in this country dies in a home fire. Countless others suffer injuries. To combat these tragic statistics, the Red Cross has launched a nationwide campaign to reduce the number of deaths and injuries due to home fires by 25 percent over the next five years. Owensboro has had 2 fire related fatalities in 2015.

The Home Fire Preparedness Campaign is happening all over the country and involves Red Cross workers joining with local fire departments and community groups to visit neighborhoods at high risk for fires. Those visits include educating people about fire safety through door-to-door visits and installation of smoke alarms in some of these neighborhoods. Volunteers of all skill levels are needed to assist with canvassing and installation.

The Red Cross will be going through Owensboro on October 24th starting at 9:00AM to install smoke alarms in homes that need them and teach people about what to do now in case a fire breaks out in their home.

Volunteers can contact Nicole Pribbernow - 270-683-2438 or nicole.pribbernow@redcross.org

**Nicole Pribbernow**

**Disaster Program Manager**

**American Red Cross**

Kentucky Region

Western Kentucky Territory

335 Frederica

Owensboro, KY 42301

(270) 683-2438 (o)

(270) 349-0461 (c)

[Nicole.Pribbernow@redcross.org](mailto:Nicole.Pribbernow@redcross.org)



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*10.6.15*

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| --- |
| **Volunteer Abroad for Students of Kentucky Wesleyan University**    Good Day,  I hope this email finds you well. I am contacting you regarding opportunities for Kentucky Wesleyan University students to volunteer abroad with One Heart Source in Jamaica and South Africa.  One Heart Source is a non-profit organization rooted in the belief that it is the right of every child to have access to an excellent education that will empower opportunity, choice, and freedom. We believe students of Kentucky Wesleyan University would benefit greatly from the experience of mentoring and teaching abroad.  I would greatly appreciate it if you would consider sending the following information (below the line) about volunteering in South Africa and Jamaica to students. Please let me know if the message can be forwarded to students.  If you or students have any questions regarding our programs or organization, please feel free to contact me at any time. On behalf of the One Heart Source Family, thank you for your time and support.  Respectfully,  Farook Khan [farook@oneheartsource.org](mailto:farook@oneheartsource.org) **ONEHEARTSOURCE** [www.oneheartsource.org](http://oneheartsource.us11.list-manage.com/track/click?u=07e55f614c3aa31ced914ba25&id=99d447a59a&e=7b75baf716)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    Attention Students of Kentucky Wesleyan University,  One Heart Source is currently accepting applications for our 2016 Volunteer Programs. We are offering a variety of **2 and 4 week programs in Jamaica and South Africa!**  As an OHS Volunteer you will:   * Mentor students to realize measurable academic growth and cultivate life-long relationships. * Immerse yourself in diversity through service, workshops, and excursions. * Collaborate with small cohorts of university students from around the world. * Develop leadership or entrepreneurial skills through the pursuit of social justice.   **Apply here for our Volunteer Programs:**[2016 Application](http://oneheartsource.us11.list-manage2.com/track/click?u=07e55f614c3aa31ced914ba25&id=ca4e295a0d&e=7b75baf716) **Application Deadline: October 23** [www.oneheartsource.org](http://oneheartsource.us11.list-manage.com/track/click?u=07e55f614c3aa31ced914ba25&id=85000f5ff1&e=7b75baf716)  For stories and reviews from past volunteers, [click here](http://oneheartsource.us11.list-manage.com/track/click?u=07e55f614c3aa31ced914ba25&id=1eb94a4600&e=7b75baf716).  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **One Heart Source** is a 501(c)(3) non-profit organization designed to build environments within marginalized populations that promote a comprehensive approach to eliminating the gap between those who have access to bettering their lives and those who do not. |

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*9.22.15*

*Rick Searcy KWC ’04 is the Director of the* **H.L. Neblett Center** *and is in desperate need of some* **tutors** *to help the kids at Neblett Center from 3:30-4:30 M-F.*

*There is no money in the centers budget to pay for tutors.*

*Mostly elementary children. If you would be willing to volunteer 1 hour/day helping tutor, you can call Rick or Carl at 270-685-3197*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*9.21.15*

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| |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | |  | | --- | | Boost civic engagement at Kentucky Wesleyan College |  |  | | --- | | [View this email in your browser](http://us4.campaign-archive2.com/?u=5a5fde07df8c393e84b11ff8e&id=d9c5e189db&e=fc20666364) | | | |
| |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | | |  | | --- | | https://gallery.mailchimp.com/5a5fde07df8c393e84b11ff8e/images/13e32bc1-10be-42aa-bca2-b359bb8a207d.png | | | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | |  |  | | --- | --- | | |  | | --- | | Purposeful Networks, formerly known as myActions, is excited to partner with Kentucky Campus Compact to recruit students for the InnerView Internship Program and would love to have a student from Kentucky Wesleyan College  in our National Network of Student Interns.  https://gallery.mailchimp.com/5a5fde07df8c393e84b11ff8e/images/41cb80e4-924a-4ce9-8799-9273c810d077.pngInnerView developed a Student Leadership program to connect and empower a network of service-minded students. In its third year, InnerView Interns help raise awareness for existing school programs and events and partner with other student leaders to expand engagement on their campuses. They have the opportunity to strengthen their leadership and collaboration skills, helping further prepare them to be impactful global citizens.  The Internship Program is designed as a Leadership Development Program with individualized weekly coaching, career development and networking opportunities with local and national leaders.  We would appreciate your help by nominating students or [posting this opportunity](http://myactions.workable.com/jobs/85170) so that we can select two undergraduate students to represent Kentucky Wesleyan College.  Please also share this [flyer](https://www.dropbox.com/s/s89nwwxepanvr2h/InnerView_Internship_2015.pdf?dl=0).  Each student can earn up to a $1000 stipend.  If you have interested students, please encourage them to apply by the priority deadline of September, 30th. | |  |  |  | | --- | --- | | |  | | --- | | [**View Online Application**](http://innerview.org/apply) | | | |
| |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | | |  | | --- | | We have included basic information, but our team would welcome the opportunity to share more about this program directly with you and answer any questions you might have.  Kind regards,  Gayle Hilleke Executive Director, Kentucky Campus Compact  Lauren Gabbard AmeriCorps VISTA, Kentucky Campus Compact | | | |

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*9.17.15* We have a couple of programs coming up. One is the **Gym and Swim Course** I have mentioned before…and the other is a **Youth Strength and Conditioning** course. We are looking for people that are interested in that area. If you have anyone, let us know!

Chad M. Hart

Senior Program Director

Owensboro Family YMCA

270-663-8208 (O)

270-684-1410 (F)

[Chad@Owensboroymca.org](mailto:Chad@Owensboroymca.org)

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*9.10.15*

This is to inform you that we will be offering the **paid internships again during the Spring 2016** semester. Applications will be accepted through October 16 for the intern class.

As usual, I’m seeking your help in making students on your campuses aware of this opportunity to come to **Frankfort for 12 weeks beginning in mid-January** and share in an experience that nearly 150 student interns have found extremely valuable in planning their futures. Attached is an internship promotional flyer that we hope you will circulate as widely as possible on your campus to inform students, as well as faculty and staff. You will find full details of the program and an application on AIKCU’s website - [www.aikcu.org](http://www.aikcu.org). If

*Interested in government, politics...your future?*

The **Association of Independent Kentucky Colleges &**

**Universities** is now accepting applications for its **Spring 2016**

**Frankfort Semester Internship Program**.

This is your chance to see government from the inside, gain valuable

work experience, and explore public service as a career option.

Interns selected for the program will work in Frankfort and take two

upper-level seminars. The program is open to juniors and seniors in

all majors at Kentucky’s 19 private nonprofit colleges and

universities.

**Details about this paid internship:**

**aikcu.org/frankfortsemesterinternships**

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9.3.15

Craig O’Bryan Graphics is looking for a student majoring a marketing field, who is willing to learn about and develop email marketing, mobile marketing, social media and direct mail marketing .

Please contact Craig for more information.

Craig O'Bryan Graphics [craigoart@gmail.com](mailto:craigoart@gmail.com)

Centre for Business & Research

1010 Allen Street, Suite 201

Owensboro, Ky. 42303

Office 270.663.1245

Cell 270.570.0596

[www.craigoart.webs.com](http://www.craigoart.webs.com)

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9.3.15 **First Liberty Financial Mortgage is looking for an accounting or business degree student who would be interested in an Intern position** with our business office. The position will be part-time, 10-20 hours per week, minimum wage. The hours are flexible within our normal business hours of 8am to 5pm, Monday through Friday. Experience will be gained in the following areas: accounts payable, accounts receivable, and payroll, switchboard operation, filing and scanning documents, and data entry. Anyone interested in this opportunity may send a brief resume to my email kara.embry@firstliberty.net . Applicants will be subject to a background check if hired for the position. If you have any questions, please do not hesitate to contact me. I appreciate your time and thank you in advance for passing this information along to the students of Kentucky Wesleyan College.

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9.3.15 The Kentucky Center for the Arts has 1 Internship position available for Fall 2015.

I have attached the Internship description with instructions on how to apply.

Would you please pass along this information to your students and career center?

Thank you for allowing us to reach your students with potential experiences that will help in their future careers.



Cecilia Reyna [creyna@kentuckycenter.org](mailto:creyna@kentuckycenter.org)

Education & Community Arts Program Coordinator

502.566.5151 p

The Kentucky Center for the Performing Arts

501 West Main Street, Louisville, KY 40202

[www.kentuckycenter.org](http://www.kentuckycenter.org)

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8.25.15 The YMCA is looking for 1-4 interns in the fall semester. I am thinking either an Education, or Physical Education major.

We have a program called “Homeschool Gym and Swim”. In this program we have students who are homeschooled come in for their physical activity. It is a 2 hour long program that (right now) is held on Tuesdays from 1-3pm. We have about 45+ kids in the program.

We split the groups in two, one group goes to the pool for lessons for the first hour, while the other group goes to the gym for structured games and sports. Then after the first hour, they switch.

In the fall, we would like to potentially have this program 2 days per week… but will need assistance to grow the program. Interested students need to contact Chad Hart at [Chad@owensboroymca.org](mailto:Chad@owensboroymca.org)

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8.19.15 This would be a great resume builder for someone.  Do you know a 17-20 year old who you think would be interested in becoming a board member for State Farm?  They can check out the Youth Advisory Board on [Facebook](http://www.facebook.com/sfyab), [Twitter](http://www.twitter.com/statefarmyab), and [YouTube](http://www.youtube.com/sfyab)!

Subject: Seeking New State Farm Youth Advisory Board Members

To:          Kentucky & Tennessee Agents

From:     Judy McConkey, Public Affairs Specialist (aidd)

Re:         State Farm Youth Advisory Board

Applications are now available for new board members for the State Farm Youth Advisory Board (YAB). This is an incredible opportunity for a young person to grow as a leader, help out their communities, and network with a diverse group of 30 youth, ages 17-20, from across the U.S!

The YAB board is responsible for granting $5 million dollars in service-learning and community impact grants that seek to solve important domestic issues. As a member of the YAB, students will be provided an amazing personal developmental opportunity, as well as being able to make a long-lasting impact in communities they care about and provide solutions to today’s pertinent issues.

Students can apply now by visiting [**http://sfyab.com/apply/the-board/**](http://statefarmyab.com/apply/the-board/). The application deadline is Oct. 2, 2015 at 5 PM (CST).

Please also forward this information to any 17-20 year old who you think would be interested in becoming a board member. They can check out the YAB on [Facebook](http://www.facebook.com/sfyab), [Twitter](http://www.twitter.com/statefarmyab), and [YouTube](http://www.youtube.com/sfyab)!

**Please let me know if you forward the information in this email or share any of these social media messages simply by replying SHARED in the subject field of this email.**

With a passion for education and service, our youth can make a difference! Thank you for helping us spread the word.

Judy McConkey, CPCU, CLU   
State Farm Insurance   
2500 Memorial Boulevard   
Murfreesboro, TN  37131   
Public Affairs - Tennessee & Kentucky  
Phone: (615) 692-6280   
Fax: (615) 692-6732   
Email: [Judy.McConkey.aidd@statefarm.com](mailto:Judy.McConkey.aidd@statefarm.com)

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**8.18.15 Daviess, Ohio, Henderson, & Union Counties**

**New Beginnings Sexual Assault Support Services**

**Needs**

Crisis Intervention Volunteers

For Non-Profit Organization

You can be the source of strength for a sexual assault victim in need. New Beginnings is in search of volunteers to do a range of duties to assist both the victims and the organization. No experience is necessary. We will provide all training needed to individuals who want to make a difference in people’s lives.

**Volunteers are needed for the following:**

**24-hr. Crisis Line Coverage Fundraisers & Special Events**

**Hospital Advocacy Board Members**

**Legal Advocacy Monetary/Material Donations**

**Crisis Counseling Office/Clerical Help**

**REGISTRATION FOR CLASSES STARTS SOON!**

**IF INTERESTED PLEASE CALL TERRI 270-926-7273 OR EMAIL terri.nbowensboro@gmail.com**

**ALL VOLUNTEERS MUST: BE AT LEAST 20 YEARS OF AGE, COMPLETE 40 HRS. REQUIRED TRAINING, AND HAVE A BACKGROUND CHECK**



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**8.18.15 Cliff Hagan Boys & Girls Club need a marketing intern this fall. To apply or for further information call or email;**

**Kathy Doup**

**Resource Development Director**

**Cliff Hagan Boys & Girls Club**

**3415 Buckland Square**

**Owensboro KY 42301**

[**kdoup\_chbgc@yahoo.com**](mailto:kdoup_chbgc@yahoo.com)

**(270) 685-4903**

[**www.kidspositiveplace.org**](http://www.kidspositiveplace.org)

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**8.11.15 Kentucky Farm Bureau Insurance, Central Office Insurance Internship**

**2645 Frederica St., Ste. 100, Owensboro, KY 42301**

**Part-Time- 20 + hours per week**

**Who we are: Kentucky Farm Bureau - Frederica Street Office Mission Statement**

We are a Kentucky Farm Bureau Mutual Insurance Agency offering a service to the members of Daviess County Farm Bureau, as well as, other business and community partners.

We strive to give a superior customer service experience that members desire and have a right to expect. We pride ourselves in being able to bring security, value, and peace of mind to our members with quality products and claims service.

All associates maintain an ethical, reputable, and professional image in our community, while striving to be a "preferred and referred" source for insurance services.

**Responsibilities:**

Assist Agency Manager, Agents and staff with daily tasks / Answer and directs telephone calls   
Assist with coordination and set up of policy review meetings with agents. Call and confirm apt.’s one day prior to meeting.  
Sort and distribute mail / Monitor office supply

Archive policy information and scan new business to the home office/ Create Excel spreadsheets

General filing / Responsible for new business thank you cards

Research County PVA and correlate with current book of business / Other duties as seen fit by Agency Manager

**Qualifications:**

Prefer GPA of 3.0 or higher

Excellent oral, written and customer service skills

Positive attitude and work ethic

Team Spirited

**Gavin C. Roberts, CSA**

**Master Agent**

**Kentucky Farm Bureau Insurance**

**2645 Frederica St Ste 100**

**Owensboro, KY 42301**

**Office:  270-926-9600**

**Email:** [**Gavin.Roberts@kyfb.com**](mailto:Gavin.Roberts@kyfb.com)

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**8.6.15 Greater Owensboro Economic Development Corp is currently looking to hire an intern for our office and I thought maybe you could help us in our search! We’d love to have someone that would stay with us for a couple years, and someone willing to work through summers and breaks, etc. I would guess a local would likely be our best bet for that. They will be doing mainly clerical work and obviously shadowing each of us along the way to hopefully gain some experience and contacts.**

**Here’s what we are looking for:**

**• Possibly a business major**

**• Self-starter and self-motivated because they will be given specific duties that they are to manage and keep up with**

**• Attentive to deadlines because they will have many of those with their assigned duties**

**• Detail oriented**

**• Handle themselves in a professional manner because they will be answering telephone calls, greeting folks as they come into the office, attending meetings, etc.**

**These are the specific strengths we are looking for and of course we want them to have the basic computer skills needed and we can train them on how to use the other general office equipment.**

**They could send their resumes to me directly. I’d like to have them to me by July 22nd, if possible, so we can start setting up interviews. We are looking to hire someone very soon.**

**Please let me know if you have any questions.**

**Jessica Boarman jboarman@owensboro.com**

**Workforce Development Manager**

**Greater Owensboro Economic Development Corp.**

**200 East Third Street**

**P.O. Box 782**

**Owensboro, Kentucky 42303**

**(270) 926-4339 Ext. 232**

**edc.owensboro.com**

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**7.23.15 Marketing Intern needed:**

Here is my description of what The First Tee is:

We are a youth development program located at Ben Hawes golf course. We teach core values such as honesty, courtesy, sportsmanship, and responsibility. We teach life skills such as how to introduce yourself to someone, setting goals, and surrounding themselves with a "go-to" team to help them make good decisions and become productive citizens. We do this in a fun way through the game of golf.

It is a wonderful program and we just need ideas of how to get our message out there. If we got volunteers to help with marketing, I would want them to attend a few meetings with me and Jarrod Carter, our Vice-President. **We just need help with getting people to know about our program.**

**Thank you so much.**

**Kristi Brown**

**Brown Farms, Beaver Dam, KY**

**Parent, Volunteer, Supporter, and Board Member First Tee of Owensboro**

**Creative Memories Consultant www.creativememories.com/user/kristibrown**

**Girl Scout Leader Troop #2163**

**270-274-9664**

**270-256-7425**

[**kbrown9664@aol.com**](mailto:kbrown9664@aol.com)

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**7.23.15 I’m in need of an Intern to assist with Network Administration and basic Help Desk solutions.** Also, include assisting GRADD’s Communications Director in content management of the agency’s website and mobile app, ensuring that information for the public is accurate and up-to-date.

**The position would pay $12 per hour with flexible hours and schedule.**

Let me know if you have any questions.

*Tom Massie*

IT Manager

Green River ADD

300 GRADD Way

Owensboro KY 42301

[tommassie@gradd.com](mailto:tommassie@gradd.com)

Work Phone: 270-926-4433

Direct Line: 270-852-1343

Cell Phone: 270-993-0203

Fax: 270-684-0714

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**7.23.15**

**We have two great events coming up in the Fall including a March for Babies event and our annual Signature Chefs Auction. Both events will provide the students with hands on learning opportunities and event planning experience..**

**. . . . . . . . . . . . . . . . . . . . . . . . . . . . . .**

**Amy Nonweiler**

**Division Director**

**March of Dimes**

**920 Frederica Street Ste. 1002**

**Owensboro, KY 42301**

**T (270) 485-9760**

**C (270) 993-7789**

[**ANonweiler@marchofdimes.org**](mailto:ANonweiler@marchofdimes.org)

**A FIGHTING CHANCE FOR EVERY BABY**

**marchofdimes.org**

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**7.18.15. Greater Owensboro Economic Development Corp is currently looking to hire an intern** for our office and I thought maybe you could help us in our search! We’d love to have someone that would stay with us for a couple years, and someone willing to work through summers and breaks, etc. I would guess a local would likely be our best bet for that. They will be doing mainly clerical work and obviously shadowing each of us along the way to hopefully gain some experience and contacts.

Here’s what we are looking for:

• Possibly a business major

• Self-starter and self-motivated because they will be given specific duties that they are to manage and keep up with

• Attentive to deadlines because they will have many of those with their assigned duties

• Detail oriented

• Handle themselves in a professional manner because they will be answering telephone calls, greeting folks as they come into the office, attending meetings, etc.

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**They could send their resumes to me directly. I’d like to have them to me by July 22nd, if possible, so we can start setting up interviews. We are looking to hire someone very soon.**

Please let me know if you have any questions.

Jessica Boarman [jboarman@owensboro.com](mailto:jboarman@owensboro.com)

Workforce Development Manager

Greater Owensboro Economic Development Corp.

200 East Third Street

P.O. Box 782

Owensboro, Kentucky 42303

(270) 926-4339 Ext. 232

edc.owensboro.com

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6.12.15 The Green River Down Syndrome Association (GRADSA) is seeking older high school and college students to volunteer at their “Fit with Friends” summer camps for individuals with down syndrome.

The camps are:

July 13 – July 17 8:30am – 12:30pm serving individuals 12 years and up

July 20 – July 24 8:30am – 12:30pm serving children ages 6-11

If you are interested in helping, please contact Carla Renfrow ASAP at info@gradsa.org



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6.3.15 The first of two FREE ART CAMPS at the Owensboro Museum of Fine Art is scheduled next week, June 9 to 12. We are asking for volunteers to assist museum staff with the implementation of this camp.

The free camp programming, now in its tenth season, is sponsored by Owensboro Grain Company and is the only local fine arts camp specifically designed to reach the community’s financially challenged children. Half of the seats in each class are reserved for registrants from local community service organizations. After those are filled, reservations from the general public are confirmed.

Morning sessions are scheduled 9:00 to 11:00 a.m. and afternoon classes from 1:00 to 3:00 p.m. If you know of any art students, or students skilled in the visual arts, who are in town for the summer and interested in volunteering at the art museum, please have them call the museum at 270-685-3181 and ask for Jason Hayden.

Cordially,

Jason Hayden

Director of Marketing and Operations

Owensboro Museum of Fine Art

901 Frederica Street

Owensboro, Kentucky 42301

270-685-3181

omfa.us

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5.22.15

We are currently looking for an HR or Business Management intern that is a recent college graduate.

Jenny Miller Staffing Specialist at Malone Staffing

270-215-1100

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5.5.15 March of Dimes needs intern(s) for next school year, it would be from August (when school starts) until May (when school is out) or we can break it down into semesters. Flexible hours! The internship would be mainly preparing for its annual March for Babies event in April 2016. They will also help with a fall event taking place November 2016 call our Signature Chefs Auction.

This is also a great place to intern for those seeking a career in sales and marketing or non profits, event planning etc. Please contact Amy if you are interested in this interning opportunity for event planning/fundraising for March of Dimes

Amy Nonweiler [ANonweiler@marchofdimes.org](mailto:ANonweiler@marchofdimes.org)

Division Director

March of Dimes

920 Frederica Street Ste. 1002

Owensboro, KY 42301

T (270) 683-2410

C (270) 993-7789

Working together for stronger, healthier babies

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4.29.15 Henderson Area Arts Alliance seeks student intern.

Please have interested students take a look at our website [haaa.org](http://haaa.org)

Additionally our social media presence on Facebook, Twitter and Instagram.

We are a 22 year old 501c(3) set up to program, present and promote the arts in our community, local schools and through other non profit art affiliate organizations which we fund.  Our theatre space is located on the campus of Henderson Community College in the Henderson Fine Arts Center building.  It includes the 1,000 seat McCormick Hall theatre, Scott foyer and galleries and the multi-purpose Stagg Room.  We present through associations with corporate sponsors 12-15 main series and family series productions on our stage.  Additional we do extensive art educational outreach into all of our 15 public and private schools.

[hendersonfac.com](http://hendersonfac.com)

The perfect student candidate would be a self-motivated individual with proficient people and communication skills.  Personal experience and working knowledge of programs such as word, Excel, power point and Apple computers is a must. The individual must be a multi-tasker, take direction easily and be a team player.  Marketing, graphic design, promotion experience as well as an interest in the arts is a plus.

I would welcome interested students to forward their resume to me along with a short written narrative why they are the ideal candidate for this position.  Additionally they should include their availability (days/hours per week) beginning June 1, 2015.

If you have questions please don't hesitate to contact me.

Thank you for your assistance forwarding this incredible opportunity to your students.

Sincrely,

Greg

Greg Gibson

*Executive Director*

**Henderson Area Arts Alliance**

PO Box 234

Henderson, KY 42419-0234

270.826.5916

[greg.gibson@haaa.org](mailto:greg.gibson@haaa.org)

[www.haaa.org](http://www.haaa.org)

4.29.15

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4.29.15 Vectren Corporation - IN: Internship - Supply Chain (1510000094)

JOB APPLY URL: <https://ars2.equest.com/?response_id=f2808581e77d107ae8744d331b84f6b3>

**DESCRIPTION/RESPONSIBILITIES:**

Summer Internship: The internship will provide you with the opportunity to experience the real work of supply chain and develop a broad spectrum of skills, while giving you a better understanding of the gas and electric utility industry, as well as the Vectren culture. As a Supply Chain Intern, you will be mentored by subject matter experts offering you a valuable opportunity to gain an understanding of supply chain practices through a variety of projects and tasks that will provide you exposure to current issues facing Vectren’ s supply chain department and/or operating business groups.

As a Supply Chain Intern you will support procurement and materials management activities in multiple aspects of inventory control, vendor management, negotiations, and spend analytics. This is a paid internship position.

If you are driven, curious, and love to learn, we want to work with you!!

**Internship lasting approximately May - August 2015**

Vectren shall abide by the requirements of Executive Order (E.O.) 11246, as amended, and the requirements of 41 CFR 60-1.4(a), 60-300.5(a) and 60-741.5(a). These laws and regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these laws and regulations require that covered federal contractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status.

**REQUIRED SKILLS:**

Must be a full-time student pursuing a 4-year degree in Supply Chain Management or related field of study from an accredited college/university.

High degree of confidentiality and the ability to work independently.

Has great attention to detail.

Proficient in the use of other Microsoft Office tools and ability to learn Oracle.

Good written and verbal communication skills.

Maintain high academic standards with their education institution.

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4.24.15 We are in the process of accepting applications for the **2015 SMA Internship Program** and hope your students will consider participating this year! The program is again receiving funds from the US Forest Service to allow students interested in a career in urban forestry the unique opportunity to be exposed to the multi-faceted role of the city forester. The application deadline for this 10-week, hands on experience is April 30, 2015!

Please find attached a flyer about the internship, as well as an application form that students need to complete in order to apply. We appreciate you sharing this with any students who you feel would be interested. Please contact us if you have any questions.



Nicole Aldridge, Student Intern Manager

Society of Municipal Arborists

P.O. Box 641

Watkinsville, GA 30677

phone: 706-340-5937

email: aldridge.nicole@gmail.com

webpage: www.urban-forestry.com \_

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*4.14.15* Elkhart’s Forestry Division is offering a few paid internships this summer. Interns will assist the Forestry team in day to day operations including but not limited to canopy maintenance, inventory, and young tree care. Interested individuals may find more information in the attached document or online at <http://www.elkhartindiana.org/eGov/apps/document/center.egov?view=item;id=334> . Applicants may submit their resumes to Dan Coy via email at- [Daniel.coy@coei.org](mailto:Daniel.coy@coei.org) or via fax at 574-970-7759. As always, feel free to contact me anytime should you have any questions. Thank you.



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4.10.15 **Theatre Workshop of Owensboro,** a progressive, non-profit, community arts organization that has been providing quality entertainment to Owensboro for over 50 years, is currently seeking **qualified, interested individuals for two or more internship opportunities.** TWO will work closely with educational institutions to **coordinate class credit as needed**. Both internships have flexible scheduling and time commitment, and TWO will work closely with interns to focus work on individual interests and needs, within the scope of the position and the mission of TWO.

**Executive Intern**: This individual will work closely with TWO Executive Director Todd Reynolds. Responsibilities include answering phones, data entry and management, updating theatre social media accounts, and opportunities to assist in marketing for various TWO productions and concerts. This individual must have strong verbal and written communication skills, friendly demeanor, attentive to detail, and have either prior knowledge or interest in theatre. Knowledge of Microsoft Office Suite, and social media platforms are required. Applicants should be eager to learn, able to take initiative, and ready to jump in wherever needed. Hours are flexible, but applicants must have some availability M-F, 10:00-2:00 pm.

**Production Manager Intern:** This individual will work closely with TWO Production Manager Damon Wallace, and production staff to support events at TWO, including plays, musicals, concerts, and outside events. Responsibilities include data entry, scheduling, attendance at production meetings, coordination of budgets and logistics for designers and artistic collaborators. Individuals will also be involved in advancing special events, preparation of artist hospitality, and potentially with design and creation of lighting, sound, costumes, and sets.

Please Contact Todd Reynolds at [Todd@theatreworkshop.org](mailto:Todd@theatreworkshop.org) or call 270-683-5003 for more information.

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4.6.15 Wisconsin Tribal Conservation Advisory Council Native American Student Internship Program

“Investing in the Future” 2015

**The Wisconsin Tribal Conservation Advisory Council (WTCAC) is advertising**

**summer internship positions**, headquartered in various USDA Agency offices in Wisconsin and surrounding States, for **Native American students** pursuing degrees in Natural Resources, Biological Sciences, Arboricultural, Horticultural, Agroforestry, Agriculture, Engineering, or Agricultural Business. Rural Development (RD) will also accept applicants pursuing Business Administration, Finance, Economics, or Management degrees. Training and work experiences will occur at USDA project sites and/or at nearby Tribal Nations project sites. **Interns will be paid $12.50 an hour. Currently each intern position consists of 400 hours over a 10 week period.**

WTCAC has Internship positions available at the following locations. Only one application is necessary to apply for any, or all, of the identified internship positions. Subsidized or free housing is possible at some locations.

• Ashland - USDA Forest Service, Northern Great Lakes Visitor Center - 2 positions

• Lakewood – USDA Forest Service - 3 positions for Pollinator Project

• Laona – USDA Forest Service - 1 Engineering position

• Madison – Intertribal Agricultural Council -1 position

• Park Falls – USDA Forest Service - 1 Engineering position

• St. Paul, Minnesota- USDA Risk Management Agency – 1 position

• Ottawa National Forest (UP Michigan) - 1 position Bat Project

• Watersmeet, MI – USDA Forest Service - 1 position in Recreation

• Watersmeet, MI – USDA Forest Service - 1 position at Visitor Center

• Rhinelander - USDA Animal & Plant Health Inspection Service, Wildlife Services - 1 position

• Wisconsin Tribal Land—USDA Animal & Plant Health Inspection Service - 5 positions

Position Information

• First day of work will be June 4th with an anticipated end date of August 8th

• June 4th is Student Orientation at the USDA Service Center Office in Medford, Wisconsin.

• Each position will be employed 10 weeks totaling 400 hours @ $12.50/hour.

• Federal holidays will be paid but there is not any paid annual leave or sick leave.

• Student may work with Supervisor to schedule family vacations and other needed time off, and extend work period beyond August 8th to complete the 400 hours.

• All students will attend the Eagle River Forestry Camp. WTCAC will cover all travel expenses and tuition.

Enrolled Tribal members get priority for the internship positions. If a position cannot

be filled with an enrolled member, then it will be filled with other Tribal applicants.

Application Information

• Application package should include:

 Resume

 Photocopy of a valid Driver's License.

 Copy of latest transcript (photocopy of an official transcript is acceptable)

 Letter of Interest describing why you want this position, future career goals, etc.

• Indicate in Letter of Interest which position/positions you are applying for. May apply

for multiple positions with only one application. List them in priority order.

• Application deadline is April 30, 2015

• Interviews will be the first two weeks of May.

• Mail application package to:

Wisconsin Tribal Conservation Advisory Council

Alan Johnson, Executive Director

7118 County Road V

Gillett, Wisconsin 54124

Or

• Email applicationpackageto:WTCAC1@gmail.com

• Questions may be directed to Alan Johnson at 920-618-1402 or at the above email.

• Internship information will also be posted on the WTCAC website; www.WTCAC.org

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3.30.15

**Water and Wastewater Treatment Intern**

The City of Henderson is accepting applications for a paid Water and Wastewater Treatment Intern for the Henderson Water Utility.  Minimum requirements are a high school diploma or GED, and a valid driver’s license.  **Applicants must be enrolled in good standing in a program of study at an institution of higher learning in the areas of environmental engineering, environmental technology, and/or the biological, chemical, or physical sciences.**  Enrollment in summer school is not a requirement.  Must have a GPA of at least 2.5 on a 4.0 scale.

To be considered, you must submit a completed City of Henderson application form and a letter of recommendation from their academic advisor.  The website for the City of Henderson is [www.cityofhendersonky.org](http://www.cityofhendersonky.org).  If you have questions, please contact Human Resources at 270-831-1200 ext 2203.

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3.27.15

**IT internship at Owensboro Dermatology**. We are looking for an upperclassman CIS major for a summer internship. The pay would be $11/hour. I will be holding interviews in April. Could you please post this job and ask students to email me their resumes and set up an interview time? Thank you very much.

Maureen Moore [mmoore@owensboroderm.com](mailto:mmoore@owensboroderm.com)

IT Administration Intern Position summary:

Under the direction of the Information Technology Administrator, evaluates and maintains the integrity and performance of computing equipment, including peripherals. Provides first level Helpdesk support and works with users routinely to resolve personal computing issues. Provides advanced trouble shooting skills and hardware repair. Documents equipment installations for all personal computing requirements. Must be able to effectively use interpersonal and communication skills including tact and diplomacy.

Intern will work with Macs, PCs, Zero Clients, ipads, and peripherals. Intern will learn about SQL, Active Directory, Vmware, Filemaker, Cisco Call Manager, electronic health records ( NextGen and Modernizing Medicine).

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3.25.15 March of Dimes needs volunteers for for its annual March for Babies event on Saturday, April 25th and we are looking for volunteers to help with activities day of event. All volunteers will receive a March for Babies t-shirt. Please contact Amy if you are interested in helping. intern opportunity for event planning/fundraising for March of Dimes. It would be from August (when school starts) until May (when school is out) or we can break it down into semesters. Flexible hours!

Amy Nonweiler [ANonweiler@marchofdimes.org](mailto:ANonweiler@marchofdimes.org)

Division Director

March of Dimes

920 Frederica Street Ste. 1002

Owensboro, KY 42301

T (270) 683-2410

C (270) 993-7789

Working together for stronger, healthier babies

marchofdimes.org · nacersano.org

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3.20.15\_State Farm has many opportunities for many academic areas:

We have many summer internships being offered.

**First**, we will have several local internships in Owensboro and adjacent counties in local State Farm agent offices.  Students interested in a local internship can send their resumes directly to me at [tommy.rowland.hs4a@statefarm.com](mailto:tommy.rowland.hs4a@statefarm.com) and I will match them up with a local agent in the community of their choice.  Agent office internships will expose students with the broadest experience, because everything funnels into our agents office (technology, claims, underwriting, marketing, sales, etc).

**Secondly,** we have around 40 corporate internships being offered across the country (Bloomington, IL; Dallas, TX; and Atlanta, GA).  Students can view descriptions of all available internship opportunities and desired majors at  <https://careers.statefarm.com/internship.asp> then select “view the program details” for a complete list.  I think you’ll be surprised at the diverse experiences being offered.  These internships are very competitive and students should apply early.

Also, next semester let’s plan to get me in front of student groups to talk about State Farm and the diverse opportunities available.

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3.16.15 We need volunteers to work at the Baptist Mission Center on Lancaster Ave. on Mondays and Wednesdays from 2:40-3:45. Volunteers would help students with homework and studying needs in grades K-5. Any volunteer who would like to work can contact our Learning Zone Coordinator, Mrs. Nema Blair, at 270-316-1041

The Baptist Mission Center and First Security Bank have partnered with Sorgho elementary school to provide homework/study help for students in our school who are often latch-key children, children of single parents, or overburdened parents who often cannot help their students with homework or studying. The program provides an hour of homework/study help two days a week and a hot meal at 3:45-4:00 so students are fed before they leave.

Laura Cecil

Principal

Sorgho Elementary School

"A Leader in Me Lighthouse School"

5390 Hwy 56

Owensboro, Ky 42301

270-852-7470

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3.16.15  The above attachment shows UPS’s Co-Op job opening and Professional Positions. Please email and post to staff.

Co-Op and Professional positions require uploading a resume to the specific positions of interest at the website WWW.UPSJOBS.COM.

UPS’s process is everyone must use the same process, “ to apply through [WWW.UPSJOBS.COM](http://WWW.UPSJOBS.COM)

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3.15.15 the Digital Media Developer for Holiday World & Splashin’ Safari in Santa Claus, Indiana is currently looking for a **Seasonal Digital Media Intern** to work in our Communications Department during the 2015 operating season this summer.

It is our hope that the selected intern will not only have a passion for videography, photography and design but also have a background in these areas from either courses of study or extracurricular activities. Someone in any area of media, broadcast, public relations or design would fit well with what our needs are this year.

Please direct interested individuals to http://www.holidayworld.com/jobs to apply for the “Seasonal Digital Media Intern”.

Thank you for your time. I appreciate you passing this information along to the appropriate students.

Stephen Rutherford

Digital Media Developer

Holiday World & Splashin' Safari

[srutherford@holidayworld.com](mailto:srutherford@holidayworld.com)

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3.15.15 REPOST Brandi Keller, works for the March of Dimes here in Owensboro and is looking for an intern .

I am looking to hire someone for my March of Dimes office. We are incredibly busy this time of year and it would be really great to get some additional help from someone interested in non-profit, fundraising, event planning, communication, etc. If you know anyone interested in the experience or needing an internship please let me know. Thanks!

The best way to get a hold of her is at [Batwellkeller@marchofdimes.org](mailto:Batwellkeller@marchofdimes.org)

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3.9.15 The Kentucky Center for the Arts has three Volunteer Internship positions available for Summer 2015.

I have attached the Internship descriptions with instructions on how to apply.

Would you please pass along this information to your students and career center.

Thank you for allowing us to reach your students with potential experiences that will help in their future careers!

  

Cecilia Reyna

Education & Community Arts Program Coordinator

502.566.5151 p

The Kentucky Center for the Performing Arts

501 West Main Street, Louisville, KY 40202

[www.kentuckycenter.org](http://www.kentuckycenter.org)

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3.6.15 U.S. Fish and Wildlife Service (FWS), in partnership with the Student Conservation Association is offering 67 fellowship opportunities across the country. Applications will be accepted from college undergraduate and graduate students only. The Directorate Resource Assistant Fellows Program (DFP) is an 11 week summer fellowship designed to provide students an opportunity to work on projects that focus on conservation, wildlife biology and related fields of study. The fellowships are on an 11-week program, and the 2015 DFP will begin late May or early/mid-June. For more information, click below on your preferred locale.

<http://www.fws.gov/humancapital/>

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3.3.15 >

> **The Litzsinger Road Ecology Center** (LREC), operated by Missouri

> Botanical Garden, is located in the suburbs of St. Louis, MO. LREC is a

> 34-acre environmental education center which includes approximately 12

> acres of prairie, 15 acres of bottomland woodlands, and 1/4-mile segment

> of stream.

> Interns will assist staff with restoration and horticulture work. This

> 10-week program will have a strong focus on understanding and conducting

> restoration and horticulture through a flexible weekly curriculum

> consisting of reading, field research, and on-the-ground work. Each

> intern is required to develop an independent, site-based research project.

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> For details or to apply, please visit:

> <https://missouribotanicalgarden.applicantpro.com/jobs/192594.html>

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3.3.15 **The Elkhart Environmental Center** (EEC) has **two summer internship** positions available for the summer of 2015. The positions are funded for a minimum of 30 hours per week for twelve (12) weeks. The positions run from May through August and the starting date is flexible.

Interns will participate in all aspects of the EEC’s work, which emphasizes environmental education, public outreach and habitat restoration. There is a mixture of outdoor and indoor tasks and responsibilities, including, but not limited to:

• Assist EEC staff with preparing for and managing public events, the most significant being the annual EnviroFest in July.

• Assist with ElkhartWood urban wood utilization and community outreach program.

• Develop environmental education materials.

• Represent and promote the EEC at community events.

• Responsibility for outdoor projects, such as invasive plant removal, and maintaining the food education garden.

• Volunteer management including training and supervision.

• A self-guided project that furthers the intern’s professional skills.

Interested persons can submit resume and cover letter as MS Word or PDF files attached to email and sent to [ericka.popovich@coei.org](mailto:ericka.popovich@coei.org) . Hard copies can be submitted via ground mail delivery by addressing the envelope as follows:

ATTN: Ericka Popovich

Elkhart Environmental Center

1717 E. Lusher Ave.

Elkhart, IN 46516

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3.3.15 **Summer Internship - Environmental Education** The **Mammoth Cave International Center for Science and Learning** is a partnership between Mammoth Cave National Park and Western Kentucky University. We are a member of a national network of research learning centers based within the National Parks.

Research Learning Centers

- Facilitate use of parks for scientific inquiry.

- Support science-informed decision making.

- Communicate relevance of and provide access to research knowledge.

- Promote resource stewardship through partnerships.

Mammoth Cave National Park

P.O. Box 7

Mammoth Cave, KY 42259

(270) 758-2422

[shannon\_trimboli@contractor.nps.gov](mailto:shannon_trimboli@contractor.nps.gov)

Geography/Geology Dept

Western Kentucky University

1 Big Red Way - EST 438

Bowling Green, KY 42101-1066

[shannon.trimboli@wku.edu](mailto:shannon.trimboli@wku.edu)

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2.27.15 Vectren Corporation - IN: Intern, HR (1510000041)

JOB APPLY URL: <https://ars2.equest.com/?response_id=b0a2f7a3cd8438cba5d7082805e6760b>

COMPANY NAME: Vectren Corporation

JOB TITLE: Intern, HR

**DESCRIPTION/RESPONSIBILITIES:**

Summer Internship: The internship will provide you with the opportunity to experience the real work of Human Resources and develop a broad spectrum of skills, while giving you a better understanding of the Gas and Electric Utility industry, as well as the Vectren Culture. As an HR Intern, you will be mentored by subject matter experts offering you a valuable opportunity to gain an understanding of the employee lifecycle through a variety of projects and tasks that will provide you exposure to current issues facing Vectren’ s Corporate HR Department and/or operating business groups.

As an HR Intern you will support HR generalists, the talent acquisition and onboarding team, talent management, learning and development, compensation and other areas based on your skills and the team’s activities. This is a paid internship position.

If you are driven, curious, and love to learn, we want to work with you!!

Internship lasting approximately May through August 2015

**REQUIRED SKILLS:**

Must be a full-time student pursuing a 4-year degree in HR or related field of study from an accredited college/university.

High degree of confidentiality and the ability to work independently

Has great attention to detail.

Proficient in the use of other Microsoft Office tools and ability to learn HRIS.

Good written and verbal communication skills.

Maintain high academic standards with their education institution.

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2.19.15 **Environmental Education Association of Indiana**

Subject: **Summer Internship positions**

The Elkhart Environmental Center (EEC) has two summer internship positions available for the summer of 2015. The positions are funded for a minimum of 30 hours per week for twelve (12) weeks. The positions run from May through August and the starting date is flexible.

Interns will participate in all aspects of the EEC’s work, which emphasizes environmental education, public outreach and habitat restoration. There is a mixture of outdoor and indoor tasks and responsibilities, including, but not limited to:

• Assist EEC staff with preparing for and managing public events, the most significant being the annual EnviroFest in July.

• Assist with ElkhartWood urban wood utilization and community outreach program.

• Develop environmental education materials.

• Represent and promote the EEC at community events.

• Responsibility for outdoor projects, such as invasive plant removal, and maintaining the food education garden.

• Volunteer management including training and supervision.

• A self-guided project that furthers the intern’s professional skills.

Interested persons can submit resume and cover letter as MS Word or PDF files attached to email and sent to [ericka.popovich@coei.org](mailto:ericka.popovich@coei.org) . Hard copies can be submitted via ground mail delivery by addressing the envelope as follows:

ATTN: Ericka Popovich

Elkhart Environmental Center

1717 E. Lusher Ave.

**Elkhart, IN 46516**

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2. 12. 15 I am looking to hire an intern for my March of Dimes office. We are incredibly busy this time of year and it would be really great to get some additional help from someone interested in non-profit, fundraising, event planning, communication, etc. If you are interested in the experience or needing experience for your resume, please let her know. Thanks!

Brandi Keller [Batwellkeller@marchofdimes.org](mailto:Batwellkeller@marchofdimes.org)

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2.9.15 I am the Refugee Services Program Manager at Audubon Area Community Services, Inc.  I am looking to obtain one to two interns for tasks such as event planning and data entry.

I would like to have two different people for each item below.

• Data Entry/Registration – 10-20 hours per week

• Class Preparation/Event Planning and Coordination – 10-20 Hours per week

**Kimberley Kirtley, CCMT**

Community Resource Coordinator

**Refugee Services Program**

Office: 270-231-7819

Office Fax: 270-686-1617

Email: [kkirtley@audubon-area.com](mailto:kkirtley@audubon-area.com)

[kimberley.newton@ky.gov](mailto:kimberley.newton@ky.gov)

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2.4.15 Growmark Inc - IL: **GROWMARK Exploring Agriculture Internship - Wabash Valley Service Co. - Browns, IL (31241)**

**Job Information and Destination Details:**

JOB APPLY URL: <https://ars2.equest.com/?response_id=c8b95685cacf37cc294b0ef1a766299f>

COMPANY NAME: Growmark Inc

JOB TITLE: GROWMARK Exploring Agriculture Internship - Wabash Valley Service Co. - Browns, IL

COMPANY: Wabash Valley Service Co.

SUPERVISOR: Justin Perkins

LOCATION: Browns, IL

PURPOSE AND SUMMARY STATEMENT

The purpose of this position is to train and assist with general Agronomy functions, learn the foundations of the system and industry, and prepare for future career opportunities.

**ESSENTIAL JOB FUNCTIONS**

May train and assist with:

\* Hands-on work experience in the agronomy field and operations

\* Facility/equipment maintenance and repair

\* Crop scouting to ensure they meet the appropriate agronomic conditions

\* Application of plant food and crop-protection products to farm fields using modern agriculture equipment

\* Overview of ordering, receiving and inventory control

**OTHER JOB FUNCTIONS**

\* Follows GROWMARK’s Code of Conduct and Corporate Compliance Program, Environmental Health and Safety, OSHA and DOT policies and procedures, as they apply.

\* Performs all other duties as assigned.

REQUIREMENTS

\* Must be pursuing an agriculture-related degree at a 2-year community or technical college, with a status of freshman or sophomore in good academic standing at the time the internship begins.

\* Must have the ability to obtain a CDL and commercial applicator’s license.

\* Demonstrates essential abilities including communication, customer focus, decision making and skill development.

\* Ability and willingness to participate in required training that may include education on GROWMARK’s policies and procedures and additional training as it relates to the requirements of the position.

\* Must have and maintain a valid driver’s license and satisfactory driving record.

\* Must be able to travel independently and overnight when necessary.

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2.3.15 Vectren Corporation - IN: Intern, Corp Audit (IT) (1510000013)

EQUEST CUSTOMER: vectren\_users

JOB APPLY URL: <https://ars2.equest.com/?response_id=f857ecb0c03fa85b8ac5d702d9981bdb>

COMPANY NAME: Vectren Corporation

JOB TITLE: Intern, Corp Audit (IT)

**DESCRIPTION/RESPONSIBILITIES: SUMMER INTERNSHIP......**Student intern will perform SOX 404 internal IT access and change management related control testing within Oracle, Viewpoint, and other financial-related software applications within the organization. Gather, analyze and interpret data to evaluate and recommend improvements for the effectiveness of risk management, control and governance processes.

**Internship lasting approximately May through August 2015**

Vectren Corporation is an Equal Opportunity and Affirmative Action Employer dedicated to diversity and inclusion in the workplace. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.

**REQUIRED SKILLS:**

Students must have completed their sophomore year by May 2015 and be enrolled in a bachelor’s degree program related to Computer Programming, Computer Science or Information Systems.

Strong analytical, written and verbal communication, Microsoft Office skills, and desire to work with data are required.

**Experience with Database Structure and SQL queries is a plus.**

JOB# (REQUISITION NO): 1510000013

JOBCLASSIFICATION: Intern

JOBLOCATION: US|US-IN|Evansville|47702

REQUIRESDRIVERLICENSE: No

STREETADDRESS: 211 NW Riverside Dr

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2.3.15 Vectren Corporation - IN: **Summer Intern**, Treasury (1510000014)

JOB APPLY URL: <https://ars2.equest.com/?response_id=1ad4f3ced0c0a3d5621289a85b60777f>

COMPANY NAME: Vectren Corporation

JOB TITLE**: Intern, Treasury**

DESCRIPTION/RESPONSIBILITIES: SUMMER INTERNSHIP.....Serves as a resource for the Treasury and Risk Management area, to include at least three staff members. Applies financial and accounting principles.

Responsible for daily cash management duties such as data entry of transactions into Treasury forecasting software and Oracle Cash Management database and notifying Accounts Payable of these transactions.

Assist with wire transaction documentation and approvals. Complete monthly and quarterly financial closing duties such as data entry of intercompany settlements, interest rates, tax payments and miscellaneous wire requests. Other projects as assigned.

Vectren Corporation is an Equal Opportunity and Affirmative Action Employer dedicated to diversity and inclusion in the workplace. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.

REQUIRED SKILLS:

**Students must have completed their sophomore year while pursuing a bachelor’s degree in accounting or finance.**

**Broad knowledge of business practices and solid knowledge of Generally Accepted Accounting Principles. Solid analytical skills and written and verbal communications skills. Strong PC skills. Proficiency in Microsoft Word, Excel and Powerpoint.**

**1.27.15 VOLUNTEERS NEEDED!!!**

**in**

**Daviess, Ohio, Henderson, & Union Counties**

**New Beginnings Sexual Assault Support Services**

**Needs**

**Crisis Intervention Volunteers**

**For Non-Profit Organization**

**You can be the source of strength for a sexual assault victim in need. New Beginnings is in search of volunteers to do a range of duties to assist both the victims and the organization. No experience is necessary. We will provide all training needed to individuals who want to make a difference in people’s lives.**

**Volunteers are needed for the following:**

**24-hr. Crisis Line Coverage Fundraisers & Special Events**

**Hospital Advocacy Board Members**

**Legal Advocacy Monetary/Material Donations**

**Crisis Counseling Office/Clerical Help**

**REGISTRATION FOR CLASSES STARTS SOON!**

**IF INTERESTED PLEASE CALL TERRI 270-926-7273 OR**

**EMAIL terri[.nbowensboro@gmail.com](mailto:nbowensboro@gmail.com)**

***ALL VOLUNTEERS MUST: BE AT LEAST 20 YEARS OF AGE, COMPLETE 40 HRS. REQUIRED TRAINING, AND HAVE A BACKGROUND CHECK.***

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1.26.15 Great Smoky Mountains Institute at Tremont

**EE Summer Intern, Great Smoky Mountains Institute at Tremont, Townsend, TN**

This summer position provides an opportunity to work with a nationally **recognized residential environmental education institute** while living in Great Smoky Mountains National Park. Especially appropriate for someone who would like to gain entry-level experience in environmental education, teaching techniques, natural history and science skills.

Responsibilities: Assist in implementing summer residential environmental education programs for youth including: teaching natural history activities; conducting campfire and other evening programs; lesson planning and curriculum development; overnight supervision of campers; co-leading hikes; potentially co-leading backpacking trips. All efforts will be made to provide a well-rounded internship experience through work and observation of all aspects of Great Smoky Mountains Institute at Tremont. (Visit http://www.gsmit.org/jobs.html for a detailed job description.)

Qualifications: Energetic, enthusiastic, and committed individual interested in professional training and development in environmental education in a summer camp setting. College emphasis and training in environmental education, natural history, or related field preferred, plus experience working with children. Have the proven ability to work with people, can follow through on assignments, be detail-oriented, and have a valid drivers license with a good driving record. One year or more of college in a related degree required. Basic First Aid and Community CPR training preferred.

Compensation: Housing, meals, uniform, and a stipend of $180/week.

Dates of Employment: May 26–July 25, 2015.

Application Deadline: February 13, 2015.

To Apply: The following items are required as part of the application submission process; incomplete application packets will be disregarded:

(1) cover letter

(2) resume

(3) Application [PDF] [Word]

Send via email: Jeremy@gsmit.org

Or mail: Jeremy Lloyd

Great Smoky Mountains Institute at Tremont

9275 Tremont Road

Townsend, TN 37882

website: http://www.gsmit.org/jobsEESummerIntern.html

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12.11.14 Green River Asset Building Coalition (GRABC)

**Position Opening: Story Collection Intern (Unpaid)**

Green River Asset Building Coalition (GRABC) is a collaboration of volunteers, public and private agencies, and governmental entities. We are focused on poverty alleviation, financial capability and economic mobility for low-income families. We provide free income tax services in eight counties in the Green Rover area.

On an annual basis, we leverage the help of nearly 125 volunteers who serve over 4500 families, returning over $2 million in refunds, and saving each family an estimated $125 to $200 each.

The story collection intern will gather success stories of our customers attending tax sites, interviewing customers, taking cell phone photographs, and writing narratives.

What makes this a great place for an internship?

GRABC offers a flexible, supportive, and fun environment in which to work and learn. We value inclusiveness, passion, compassion, excellence, and innovation in our work and our culture. We provide an orientation to our services and an overview of those we serve. The intern will get hands-on

experience in interviewing, writing, finding compelling hooks. Stories will be published on our website, on volunteer recruiting media pieces, and on our Facebook page and more.

The outreach intern is an unpaid, volunteer opportunity to make a difference in the lives of low-income taxpayers from the end of January until April 15, with flexible work hours ranging from 4 - 8 hours per week in tax season, late January through April 15, 2015.

We have 8 tax sites in Daviess County- but are looking for interns that can serve on Tuesday, Wednesday or Thursday from noon through 7 pm or at our Saturday sites.

**Primary Responsibilities**

• Develop interview questions and pitch to use in soliciting interviews

• Approach customers at busy tax sites to solicit participation

• Interview and photograph customers to generate story that conveys impact

• Write compelling narratives of customers (300- 500 words) from interviews

• Catalog story, interview notes, and photo within one week of interview

• Identify customers who appear to be natural advocates

• Search out diversity in our clients - single parents, retired, people of color, homeless, veterans, students, varied ages, life and work stories

**How to apply**

Submit resume and cover letter to [vita@lahef.org](mailto:vita@lahef.org) with the **subject line "story collection intern."** We will accept applications for positions throughout the tax season.

12.12.14 **Science students:**

[www.medicruit.com](http://www.medicruit.com) is the link to the **nationwide virtual career fair on January 14th**. This is a great way for you to explore internship and job opportunities nationwide, in a few hours, and from the convenience of home. There is a wide range of companies attending from the VA to CVS, and they are hiring for jobs in all healthcare fields including:

* Academics / Research
* Administrative/ Executive
* Allied Health
* Counseling and Social Services
* Dietetics / Nutrition
* Healthcare IT
* Medical Imaging
* Nurse Practitioner
* Nursing
* Pharmacy
* Physician Assistant
* Physician / Surgeon
* Therapy

In addition to the jobs available, we will also be giving away an IPad to one lucky attendee for simply attending. The virtual career fair is on January 14th from 1-4 EST [www.medicruit.com](http://www.medicruit.com) Space is limited to 3,000, and there are already more than 1900 registered to attend, so be sure to send out as soon as you are able.

Thanks

Kevin O’Brien

<www.medicruit.com>

215-525-5776

<kobrien@medicruit.com>

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12.10.14 **Climate Change Youth Leadership Opportunities in the National Park Service**

**The NPS Climate Change Response Program and the University of Washington are pleased to announce paid summer internship positions related to climate change in national parks. Eligible students are highly accomplished graduate students and upper-level undergraduates (juniors and seniors). Interns must be US citizens or nationals, and be enrolled in a graduate or undergraduate degree program.**

**Twelve positions are offered in parks and program offices around the country for the summer of 2015. Applications will be accepted until late January**

The implications of climate change are challenging and far-reaching, particularly for land managers tasked with protecting the resources of national parks and other protected areas. To meet this challenge, managers need to encourage and make use of the creative and innovative thinking of the next generation of youth scientists and leaders.

The George Melendez Wright Initiative for Young Leaders in Climate Change (YLCC) builds a pathway for exemplary students in higher education to apply cutting-edge climate change knowledge to park management. Through a summer-long internship, undergraduate and graduate students will gain valuable work experience, explore career options, and develop leadership skills under the mentorship and guidance of the National Park Service (NPS). Parks and programs will increase their capacity to understand and respond to climate change and its impacts.

National parks and NPS programs develop and oversee structured projects in one or more of the following interdisciplinary areas: climate change science and monitoring; resource conservation and adaptation; policy development; sustainable park operations; facilities adaptation; and communication/interpretation/education. **During the internship, students apply critical thinking and problem solving skills to climate change challenges and communicate with diverse stakeholders.** Interns who successfully complete the YLCC, an approved Direct Hire Authority Internship program, will be eligible to be hired non-competitively into subsequent federal jobs once they complete their degree program. These jobs would be in the Department of Interior (DOI), NPS, or one of the other bureaus within the DOI. An intern must qualify for the job in order to be hired non-competitively.

Quick Facts and Deadlines:

• The YLCC is managed cooperatively with the University of Washington

• Internship opportunities and application forms are posted on

parksclimateinterns.org

**• Internships are 12 weeks (40 hours/week) during the summer**

**• Interns are paid $14/hour plus benefits**

**• Applications are accepted from early December 2014 until late**

**January 2015**

Who was George Melendez Wright?

George Melendez Wright was deeply influential in bringing science to the management of America’s national parks. Working as a naturalist in Yosemite National Park in the 1920s, Wright argued that good science was needed for effective conservation. In 1930, he was appointed Chief of the Wildlife Division for the NPS where he encouraged the agency to embrace science-based approaches to conserving species, habitats, and other natural conditions in the parks. Although he died while he was still a young man, Wright’s legacy lives on in the NPS’s commitment to use the best available science for preserving the resources of our National Parks.

For More Information: See the program website, [parksclimateinterns.org](http://parksclimateinterns.org)

National Park Service

U.S. Department of the Interior

Climate Change Response Program

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\_12.8.14 The Boys & Girls Club is currently looking for volunteer basketball coaches. If anyone is interested please have them contact Steve Winkler at 270-685-4903. Thank you!

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12.4.14 The Nature Conservancy is offering a **year-long paid fellowship** in central Nebraska,focusing on the ecology and conservation of the Great Plains: grasslands, woodlands, wetlands and rivers. It is aimed at recent college graduates in natural resources, conservation biology, or related fields. Click on the link below for more information.

<https://theprairieecologist.files.wordpress.com/2014/12/hubbardfellowship_brochure20151.pdf>

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11.14.14 repost The Volunteer & Community Outreach Coordinator for the Owensboro Family YMCA and the staff have been working to re-start and broaden the Y Volunteer and Y Intern programs. We know that both will improve Y programs and deepen Y community outreach.

.We would like to partner with KWC and offer Y internships to the appropriate students.

“Y” Internships?

**We offer a variety of internships:**

**• Fitness**

**• Marketing**

**• Computer skills**

**• Wellness**

**• Mentoring and Tutoring**

**• Maintenance**

**• Event Planning and execution**

**• Other [open for each applicant]**

Each intern program will receive individual attention and follow-up.

• Learning agreements, job descriptions and work hours will be designed to satisfy the individual needs and requirements of each student and course instructor.

We are experienced with Y Internships:

• CEO, Isaac Coffey was an intern while in college and then a Y intern coordinator while working with a Virginia Y.

We are excited about working with you and your students. We believe the Y’s environment is the perfect place for your students to grow and mature.

**The current Intern Internship Application can be obtained in the Career Development Office, Room 212 of the Admin Bldg or you can pick one up at the Y. For more information call or email:**

Paul Puckett

270 929-6165

[Paul@owensboroymca.org](mailto:Paul@owensboroymca.org)

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11.13.14 Position: **Data Entry Volunteer to assist the Curator and Archivist at the International Bluegrass Music Museum** in cataloging artifacts in the permanent collection. They will enter information into the PastPerfect database program and document artifacts under the direction of the Curator. This individual will help to maintain the database by entering new information and updating past catalogue records entered into the system

Job Duties:

• Enter data about artifacts into computer database

• Scan documents into document management systems or databases

• Verify data and correct data where necessary

• Enter data from source documents into prescribed computer database and files

• Transcribe information into required electronic format

• Check completed work for accuracy

• Photograph items and add these images to the computer database

• Store completed documents in designated locations

Skills Needed:

• Be able to type efficiently

• Thoroughness in actions and organized

• Ability to operate a basic camera

• Attention to detail

• Ability to analyze information

• Accurate keyboard skills and proven ability to enter data at the required speed

• Knowledge of correct spelling, grammar and punctuation

How to Apply: Please send a resume and hours available to [rashae@bluegrassmusuem.org](mailto:rashae@bluegrassmusuem.org)

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Vectren Corporation - IN: Intern Corporate Communications (1410000351)

JOB APPLY URL: <http://ars2.equest.com/?response_id=a2f8d453de53138b54e891933d92288d>

JOB TITLE:

Intern Corporate Communications

**MAIN ACCOUNTABILITIES:**

Serves as a resource for the Corporate Communications department,which includes seven staff members. Captures and edits video content for internal communication needs. Assists with the coordination of special events, company meetings, employee giveaways, promotional campaigns and internal communications associated with employee initiatives as needed.

Works with the communications team to coordinate and write copy for internal publications, video messaging, mass emails, voice mails. talking points and other companywide communications. Assists with intranet content management and intranet enhancements. Creates various print (i.e. flyers, posters) and screen-based (i.e. web, email banners) materials for internal and external communication needs.

Vectren Corporation is an Equal Opportunity and Affirmative Action Employer dedicated to diversity and inclusion in the workplace. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.

**REQUIRED SKILLS:**  Education and Certifications

Required: Pursuing a four-year bachelor’s degree in public relations, organizational communication, graphic design, journalism, advertising or marketing.

Preferred: Junior or Senior in college

Functional / Technical Competency Requirements

Required: Experience in using Adobe Creative Suite, including InDesign, Photoshop and Illustrator. Proficiency in Microsoft Word, Excel and PowerPoint. Proficiency in Apple iMovie.

Familiarity with AP (Associated Press) writing style

Preferred: Experience in capturing video. Experience with producing and editing HTML and CSS.

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11.10.2014

The Department of Public Advocacy office is currently seeking interns to assist with everything from data entry, to legal case work, to court attendance. We can accept a wide range of majors, but those which are generally the most appropriate are pre-law, political science, criminal justice, psychology, sociology, social work, and human resources.

We are seeking interns to assist both our attorneys as well as our dedicated social worker program. We even accept interns to assist with filing and clerical work in some cases. Generally we try to cater each intern's experience to best fit with their interest. For example, a pre-law student intern would spend quite a bit of time in court and case reviews with our attorneys; a criminal law student intern would assist our investigators with everything from witness interviews to crime scene reviews; a psychology/social work intern would work closely with our social worker to locate and determine services that our indigent clients are desperately in need of. In the past we have also had administrative assistant interns to help with filing and data entry for our staff of administrative experts.

Our office has a long history of accepting interns from Brescia, and I would very much like to see KWC send us some students this next spring. I know what a wonderful experience I had there (which included a judicial internship with Judge Castlen), and I know there must be a great pool of candidates. Unfortunately, because we are a state agency, and thus underfunded, we cannot offer any paid internships. However, we will work with the schools in any way possible to ensure interns receive course credit when allowed by the school. I'm not sure of the current policies for giving course credit for internships through KWC, but it’s something that we are always able to accomplish with our Brescia students.

I look forward to hearing back from you, and hopefully toward meeting some of the bright young minds that KWC has to offer!

Regards,

Kristin Whitney

KWC Class of '06

To apply: email [kris10.whitney@gmail.com](mailto:kris10.whitney@gmail.com)

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11.4.14 The International Center needs volunteers to assist in cataloging donations and recording financial worth of donations. The International Center is a refugee resettlement agency that assists refugees in making new lives for themselves in our community. Not only do these donations provide refugees with clothing and domestic goods, but they also count towards getting additional funding to help with other needs the refugees have.

Volunteer work at the International Center is a good experience to record on resumes and can help you gain desirable internships and entry into other humanitarian work.

Please contact me if you are interested in this volunteer opportunity with the International Center.

Suzanne Rose

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11.4.14

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Regards,

Paul Puckett

270 929-6165

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10.31.14

**Myriad CPA Group is starting to interview candidates for tax season interns**. Would you mind to let the students and faculty know that **resumes can be emailed directly to me anytime, and I will schedule interviews.**

Thanks so much!

Traci

Traci Tyler

Traci Tyler [ttyler@myriadcpa.com](mailto:ttyler@myriadcpa.com)

Myriad CPA Group | Director of Human Resources

Evansville: (812) 477-7990

Henderson: (270) 827-1577

Owensboro: (270) 691-8981

Fax: (855) 791-6301

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**10.23.14 13**

**Hospital experience abroad your students have been seeking!**

Thank you for your expressed interest in [Gap Medics,](http://gapmedics.us8.list-manage1.com/track/click?u=c8f1c78a063ab7037972251b3&id=8dc7e6edb6&e=21a71cbc39) overseas hospital shadowing programs for pre-health students. My name is Joe Lanzarin; I am the US Placement Manager of Gap Medics and delighted to be your schools point of contact for all things related to our year-round, pre-health internship programs abroad.   
As you know, health is an increasingly competitive career path, and [relevant shadowing experience](http://gapmedics.us8.list-manage2.com/track/click?u=c8f1c78a063ab7037972251b3&id=4fe96104ae&e=21a71cbc39) will help your aspiring health professional students go the extra mile in impressing undergraduate and graduate admissions officers.  
Gap Medics students are assigned to doctors, dentists, or nurses who act as their mentors. Their mentors guide them through the wards and operating rooms of our partner hospitals, explaining individual cases in detail and answering any questions they may have. Each week your pre-health student can shadow in different specialty departments. Gap Medics students benefit from at least 23 hours of hospital shadowing experience per week in Africa, Asia, and Europe.  
  
**Short-term tailored programs available:**

* 2-Week Winter Sessions: Dec & Jan
* 1-Week Spring Break Sessions: March & April
* 2-Week Summer Break Sessions: May - Aug

**Send me an**[email](mailto:joe@gapmedics.com?subject=Faculty%20email%20response)**, or call direct to request:**

* Student Pamphlets
* Faculty / Advisor Pamphlets
* 5x7 Flyers promoting Spring and Winter break programs
* 11x17 Poster promoting the Gap Medics year-round programs
* Alumni student presentation

**Encourage your students to submit their online**[Application](http://gapmedics.us8.list-manage1.com/track/click?u=c8f1c78a063ab7037972251b3&id=f9c988486e&e=21a71cbc39)**today!**  
  
--   
Kind regards,  
Joe Lanzarin  
Student Placement Manager | Gap Medics – Launching medical careers  
T. +1 415 361 4076 | E. [joe@gapmedics.com](mailto:joe@gapmedics.com?subject=Faculty%20email%20response) | W. [www.gapmedics.com](http://gapmedics.us8.list-manage1.com/track/click?u=c8f1c78a063ab7037972251b3&id=6056b33c2d&e=21a71cbc39)

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| 10.23.14 Ever think about spending a year interning in your field? Look at the intern possibilities with USAJobs To see details go to <https://www.usajobs.gov/> and type in the Announcement number that you see to the far left  And you can read more about it.  Attached are the Pathways announcement numbers listed in USAJobs. **These positions are only open from October 20-24.** All applications must be submitted during that time period.   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | Announcement | R/S/A | Duty Location | Pay Plan | Series | Grade | Position Title /Academic area | | 15-INTERN-043702-PW | R5 | Pinecrest, CA | GS | 199 | 4 | Student Trainee (Soc Sci) | | 15-INTERN-025096-PW | R6 | Pomeroy, WA | GS | 199 | 5/7 | Student Trainee (Social Sc) | | 15-INTERN-067377-PW | R3 | Williams, AZ | GS | 199 | 7 | Student Trainee (Soc Sci) | | 15-INTERN-065238-PW | WO | Washington, DC | GS | 199 | 7/9 | Student Trainee (Soc Sci) | | 15-INTERN-061667-PW | ASC | Albuquerque, NM | GS | 299 | 3 | Student Trainee( Human Resource) | | 15-INTERN-061395-PW | ASC | Albuquerque, NM | GS | 299 | 4 | Student Trainee( Human Resource) | | 15-INTERN-067568-PW | R5 | Arcadia, CA | GS | 399 | 2 | Inf Assistant | | 15-INTERN-063286-PW | JC | Lakewood, CO | GS | 399 | 2 | Student Trainee (Adm & Off Support) | | 15-INTERN-066444-PW | R5 | Tulelake, CA | GS | 399 | 3 | Student Trainee (Adm & Off Support) | | 15-INTERN-026910-PW | R3 | Albuquerque, NM | GS | 499 | 4 | Student Trainee (NR) | | 15-INTERN-043015-PW | R5 | San Bernardino, CA | GS | 499 | 9 | Student Trainee (Bio) | | 15-INTERN-028010-PW | R6 | Prineville, OR | GS | 499 | 3/4 | Forester | | 15-INTERN-067695-PW | R4 | Idaho City, ID | GS | 499 | 4 | Forestry Tech (Recr) | | 15-INTERN-067711-PW | R4 | Emmett, ID | GS | 499 | 4 | Forestry Tech (Recr) | | 15-INTERN-023200-PW | R9 | Petersburg, WV | GS | 499 | 3/4 | Student Trainee (Forestry) | | 15-INTERN-027526-PW | R2 | Yampa, CO | GS | 499 | 4 | Student Trainee (Forestry) | | 15-INTERN-069620-PW | R1 | Missoula, MT | GS | 499 | 4 | Student Trainee (Forestry) | | 15-INTERN-067239-PW | R5 | Ramona, CA | GS | 499 | 4 | Student Trainee (Rec) | | Email 10/6 | R2 | Paonia, CO | GS | 499 | 4 | Student Trainee (NR & Forestry) | | 15-INTERN-027696-PW | R6 | Sisters, OR | GS | 499 | 4 | Soil Science | | 15-INTERN-027696-PW | R6 | Pendleton, OR | GS | 499 | 4 | Student Trainee (Soil) | | 15-INTERN-022815-PW | R9 | Elkins, WV | GS | 499 | 4 | Student Trainee (Bio Sci) | | 15-INTERN-067349-PW | R3 | Williams, AZ | GS | 499 | 4 | Student Trainee (NR & Forestry) | | 15-INTERN-067106-PW | R5 | Hayfork, CA | GS | 499 | 4 | Student Trainee (Bio Sci) | | 15-INTERN-067599-PW | R2 | Grand Junction, CO | GS | 499 | 4 | Student Trainee (NR & Forestry) | | 15-INTERN-067337-PW | R10 | Juneau, AK | GS | 499 |  | Student Trainee (Forestry) | | 15-INTERN-067802-PW | R10 | Ketchikan, AK | GS | 499 | 5 | Student Trainee (NR & Forestry) | | 15-INTERN-067552-PW | RES | Placerville, CA | GS | 499 | 5 | Student Trainee (NR & Forestry) | | 15-INTERN-062207-PW | ENT | Placerville, CA | GS | 499 | 3/4 | Student Trainee (Rec) | | 15-INTERN-067712-PW | R5 | Truckee, CA | GS | 499 | 5 | Student Trainee (NR & Forestry) | | 15-INTERN-064936-PW | R1 | Bozeman, MT | GS | 499 | 5 | Student Trainee (Fish) | | 15-INTERN-043836-PW | RES | Washington, DC | GS | 499 | 5 | Student Trainee (Bio Sci) | | 15-INTERN-067411-PW | R6 | Prairie City, OR | GS | 499 | 4/5 | Student Trainee (Range Mgmt) | | 15-INTERN-072086-PW | R3 | Phoenix, AZ | GS | 499 | 5 | Student Trainee (NR & Forestry) | | 15-INTERN-067332-PW | R5 | Cedarville, CA | GS | 499 | 5/7 | Student Trainee (NR & Forestry) | | 15-INTERN-042709-PW | R2 | Yampa, CO | GS | 499 | 4 | Student Trainee (Bio Sci) | | 15-INTERN-043609-PW | R2 | Colorado Springs, CO | GS | 499 | 5 | Student Trainee (Wildlife) | | 15-INTERN-027641-PW | RES | Missoula, MT | GS | 499 | 7 | Student Trainee (Bio Sci) | | 15-INTERN-065713-PW | RES | Durham, NH | GS | 499 | 9 | Ecology | | 15-INTERN-069139-PW | R10 | Petersburg, AK | GS | 499 | 3/4 | Student Trainee (Forestry) | | 15-INTERN-061499-PW | R5 | Quincy, CA | GS | 499 | 4 | Forester | | 15-INTERN-042479-PW | SPF | Boise, ID | GS | 899 | 3/4 | Student Trainee (Engineering) | | 15-INTERN-068460-PW | R3 | Alamogordo, NM | GS | 899 | 4 | Student Trainee (Civil Eng) | | 15-INTERN-073559-PW | R4 | McCall, ID | GS | 899 | 5 | Student Trainee (Eng) | | 15-INTERN-067539-PW | R3 | Santa Fe, NM | GS | 1099 | 5 | Student Trainee (Info & Arts) | | 15-INTERN-066805-PW | R3 | Alamogordo, NM | GS | 1199 | 4 | Student Trainee (Bus & Ind) | | 15-INTERN-067738-PW | R5 | Truckee, CA | GS | 1199 | 4/5 | Student Trainee (Bus & Ind) | | 15-INTERN-067480-PW | R5 | Redding, CA | GS | 1199 | 5/7 | Contract Specialist | | 14-INTERN-067496-PW | R5 | Vallejo, CA | GS | 1199 | 4 | Purchasing Agent | | 15-INTERN-067641-PW | R10 | Thorne Bay, AK | GS | 1399 | 5 | Student Trainee (Phys Sci) | | 15-INTERN-023554-PW | R2 | Saratoga, WY | GS | 1399 | 5/7 | Student Trainee (Hydrology) | | 15-INTERN-043597-PW | RES | Flagstaff, AZ | GS | 1399 | 9/11 | Chemist | | 15-INTERN-067052-PW | R5 | Hayfork, CA | GS | 1399 | 4 | Student Trainee (Phy Sci) | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Find Your Fit with Purina Using Our Career Connexion App! |
|  |
| 10.2.14 Nestlé Purina offers a variety of internship and entry-level opportunities that are available now! Click on the positions below to read the full job description and apply, or use our [Career Connexion app](http://purinacareers.cmail2.com/t/r-l-mulkhul-jiklbilb-e/) to see what position(s) may be a good fit for you. |

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**9.30.14 We are writing to announce that the application for the Summer 2015 White House Internship Program is open. We are reaching out to your organization to encourage you to pass this information to students interested in public service and hope that you can share these details along with the attached flyer.**

**The White House Internship Program provides a unique opportunity to gain valuable professional experience and build leadership skills. This hands-on program is designed to mentor and cultivate today’s young leaders, strengthen their understanding of the Executive Office of the President and engage them in public service opportunities.**

**A complete application includes: short answers, two essay questions, a one-page resume, and two letters of recommendation. The deadline to apply for the summer program is January 11, 2015.**

**For more information and to apply, please visit** [**http://www.whitehouse.gov/internships**](http://www.whitehouse.gov/internships) **.**

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**9.24.14 We need finance & accounting Co-ops and we are flexible --- they can be full or part time, and we can work around their school schedule. (this would work for Dec. Grads who want to move to Louisville.**

**Currently we have two posted right now.**

**The positions offer great experience plus future potential.**

**Here is the link for the positions:**

[**http://jobs-ups.com/louisville/finance-and-accounting/jobid6112870-process-improvement-co-op-jobs**](http://jobs-ups.com/louisville/finance-and-accounting/jobid6112870-process-improvement-co-op-jobs)

**Please email and post to your students.**

**Co-Op positions require uploading a resume to the specific positions of interest at the website WWW.UPSJOBS.COM.**

**I cannot accept resumes. UPS’s process is everyone must use the same process, “ to apply through WWW.UPSJOBS.COM”.**

**But, if you have a name of the person interested in the Professional or Co-Op position you may email me the name, I can verify they completed the application.**

**As Always thank you for your assistance**

**Let me know if you have a student interested.**

**Sandy Hartz**

**Human Resources**

**UPS**

**8203 National Turnpike**

**Louisville, Ky 40214**

**502.359.1804**

**shartz@ups.com**

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**9.24.14 Help Junior Achievement (JA) of West Kentucky** promote our social media personality and assist with our marketing efforts. As our local marketing intern, you will be provided with the opportunity to support the JA brand and further our organization’s mission to help kids succeed in a global economy through financial literacy, entrepreneurship and workforce readiness education. We are always looking for new opportunities to increase awareness of JA in our service area.

**Internship Opportunity  Marketing / Social Media Intern**

**Internship Objectives**

**** To provide an opportunity for the JA of West Kentucky intern to use social media communications to increase brand awareness of JA and its programs throughout our service area.

 To provide the intern with experience in using various marketing resources to assist our local office with JA volunteer and fund development recognition.

 To provide intern with practical experience in a variety of areas to include (but not limited to) assisting with public relations, desktop publishing, project management and customer service.

 To provide an opportunity for the intern to gain a positive work experience in a successful, non-profit office.

 To provide the intern with projects to enhance their portfolio as well as real-life marketing and public relations experience.

**Job Duties/Responsibilities**

**** The Marketing/Social Media Intern will work with Junior Achievement staff on projects that will increase brand awareness of Junior Achievement through social media outlets (Facebook, Twitter, LinkedIn, Instagram).

 Intern will assist in producing E-newsletters and Event Announcements through Constant Contact.

 The intern will assist in integrating and enhancing the current JA website (http://westky.ja.org).

 The intern will assist the local JA office in coordinating efforts to effectively thank our volunteers and funders for the year.

 Intern will be required to work a minimum of 10-15 hours per week in the Junior Achievement office. The office is open Monday-Friday from 8 to 5 p.m. While we will be flexible on hours, the best times to work will be from 2-5 p.m. Mondays-Thursdays and anytime between 8 a.m. to 5 p.m. on Fridays. Some hours worked outside of the office may also be considered.

**Qualifications**

**** Ideal candidate will have strong communication skills and be computer literate in Windows 7 or higher, Microsoft Office programs, and the use of social media outlets such as Facebook and Twitter. Website management skills are a plus.

 Ideal candidate will be a current undergraduate student or Master’s Degree candidate working toward a degree in business, communications, education or another related field. Please note, this is an unpaid internship position.

**To submit a resume or for additional information, please contact:**

**LeAnne Shockley, Vice-President of Area Operations**

**(270) 684-7291 or (270) 724-3989 (c)**

[**leanne.shockley@ja.org**](mailto:leanne.shockley@ja.org)

**Deadline to apply for the 2014-2015 school year is Wednesday, Oct. 15, 2014**

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**9.17.14 Mentor Teachers in our ONB Foundation Scholars Class of 2018 have requested help with teaching an 'Effective Study Skills' supplemental program. All 30+ freshmen in the Scholars program are first generation college students (no guardian in their home has a four-year-college degree). Half of the students attend Apollo and the other half attend Daviess County High School.**

**Would you have junior or senior level students who would be interested in providing these services on a volunteer basis to help build their resumes? Professors and support staff would be great additions as well!**

**Scholars meet on a fairly set schedule for about 30 minutes typically around lunch time. We highly encourage multiple visits and would like to begin emphasizing study skills in the next few weeks.**

**Thanks for any help you can send our way!**

**Vicki L. Quisenberry, Executive Director**

**(270)231-5583**

**www.foundationfordcps.org**

**LIKE us on Facebook**

**FOLLOW us on Twitter @FDCPS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**9.17.14 The Capital Semester program, sponsored by The Fund for American Studies and held each fall and spring in Washington, DC.**

This academic internship program is for undergraduates seeking to obtain professional experience in the fields of public policy, economics, international affairs, journalism, communications and the nonprofit sector. Students are guaranteed an internship for 30 hours a week while earning 12 transferable credits from George Mason University, U.S. News and World Report’s #1 “Up and Coming University” in 2012.

Please consider forwarding the announcement below to students and encourage them to apply by the spring 2015 early deadline of October 1 to receive a 5% discount on their tuition balance as well as priority scholarship consideration and internship placement.

Thank you for your time and consideration. If you have any questions, please contact me at dfaught@tfas.org or 202.986.0384.

**Dana Faught**

**Associate Director, Recruitment and Admissions**

**U.S. Programs**

**The Fund for American Studies**

**ANNOUNCEMENT**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**CAPITAL SEMESTER SPRING 2015**

**WASHINGTON, D.C.**

[**www.DCinternships.org/CS**](http://www.DCinternships.org/CS)

**EARLY DEADLINE: October 1, 2014**

**FINAL DEADLINE: November 5, 2014**

**Sponsored by The Fund for American Studies, Capital Semester combines substantive internships, 12 academic credits, career development activities, site briefings and lectures led by policy experts. This fast-paced, fifteen-week residential program provides undergraduate students from around the world with opportunities to gain the edge in today’s competitive job market and graduate school admissions, and experience the excitement of Washington first-hand.**

**SAMPLE PAST INTERNSHIP SITES**

**•** Aerospace Industries Association

• American Legislative Exchange Council

• American Red Cross

• Children’s Rights Council

• Congressional Offices

• Foreign Embassies

• Institute for World Politics

• New Leaders for New Schools

• Philanthropy Roundtable

• U.S. Department of Education

• U.S. Department of Justice

• U.S. Department of the Treasury

**PROGRAM COMPONENTS**

**•** Internships – Competitive placements with government agencies, congressional offices, public policy groups, international affairs organizations and nonprofit organizations

• Housing – Roommate matching and furnished Capitol Hill apartments in the heart of D.C.

• Classes – Full-time course load in political science and economics accredited by George Mason University

• Guest Lectures – With Washington’s top policy and economics experts

• Exclusive Briefings – At the World Bank, State Department, U.S. Capitol and Federal Reserve

• Leadership & Professional Development – Leadership, mentoring and career building activities

• Networking – Interaction with seasoned professionals and student leaders from around the world

• Scholarships – Generous scholarships are awarded based on merit and financial need and over 75% of students receive scholarship funding

**EARLY DEADLINE – 5% DISCOUNT**

Applications will be accepted on a rolling basis until the Final Deadline of November 5, 2014. Students are encouraged to apply for the early deadline of October 1, 2014 to receive a 5% discount on their tuition balance as well as priority internship placement. Detailed information on the program may be found at www.DCinternships.org/CS.

For more information and an online application, please visit our website www.DCinternships.org/CS or contact **Dana Faught, Associate Director of Recruitment and Admissions at** [**dfaught@tfas.org**](mailto:dfaught@tfas.org) **or 202-986-0384.**

**Fund For American Studies**

**1621 New Hampshire Ave. NW**

**Washington, D.C. 20009**

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**9.11.14 Pure Barre Owensboro would like to have an unpaid intern** with the benefits of being able to take pure barre classes at no charge and percentages off retail. It would be a great environment for someone looking to own their own business, and/ or be involved in the daily interactions with our clients. The hours would be flexible and determined when hired based on their availability. The duties would be primarily: answering the phone, keeping retail area clean, assisting clients with purchases, etc. I can send you an application.  **To apply stop by Pure Barre in Wesleyan Park Paza.**

**Annie McCrary**

**Owner**

**Pure Barre Owensboro**

[**Owensboro@purebarre.com**](mailto:Owensboro@purebarre.com)

**270.240.4661**

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**9.9.14 The City of Owensboro is looking for a graphic design intern.** Would look great on a resume to have interned with the City. **Email resume to Woodward, Danielle** [**WoodwardLD@owensboro.org**](mailto:WoodwardLD@owensboro.org)

**with letter of interest.**

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**\_ 9.5.14 Arise Worship Team is offering three internship opportunities.**

**Data Input Intern**

**Responsibilities:**

**•** Create and maintain new and existing contact databases

• Transfer hard copy documents to digital format

• Devise new systems for data procurement

**Requirements:**

**•** Excellent written communication and accuracy with data input

• Know your way around a computer

• Working knowledge of Microsoft Office suite, especially Word and Excel

• Willingness to learn

**Details:**

**•** 5-10 hours per week for 3 months

• Ability to work from home and set your own schedule

**Interested parties are to contact Adam Kees, director of Arise Worship Internship.**

**615-669-6389**

[**ariseinternship@gmail.com**](mailto:ariseinternship@gmail.com)

**AriseInternship.org**

**Fund-Raising Coordinator**

**Responsibilities:**

**•** Planning and implementation of new fund-raising and development programs

• Contacting potential and confirmed donors

• Research and compile data on development ideas

• Create and maintain database of potential and confirmed donors

**Requirements:**

**•** Excellent written and verbal communication

• Superior phone skills

• Willing to make calls to donors and/or meet them in person

• Professional

• Willingness to learn

**Details:**

**•** 5-15 hours per week for 3 months

**•** Ability to work from home and set your own schedule

**Social Media Intern**

**Responsibilities:**

**•** Social media management and implementation (Facebook, Twitter, etc.)

• Manage and implement SEO strategy

• Analyze and report on effectiveness of social media campaigns

• Create training materials for other volunteers

**Requirements:**

**•** Knowledge and understanding of all things social

• Excellent written communication skills

• Ability to critically analyze data

• Strong organizational skills

• Creative thinker

• Self-motivated and driven

**Details:**

**•** 5-10 hours per week for 3 months

• Ability to work from home and set your own schedule

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**9.5.14 The Foundation is in desperate need of grant researchers/grant writers. No grant writing experience necessary – just need conscientious people who can stick with a project, pay attention to detail, write well and complete projects ahead of schedule. Students who like to work independently and those wishing to work in groups would be welcome.**

**I would be glad to supervise internship opportunities for students to introduce them to a non-profit business environment.**

**• I will need a resume and to ‘interview’ any student(s) interested in interning or volunteering**

**• I will select DCPS projects that need to be funded and meet with student(s) to discuss parameters**

**• Students(s) will research possible granting entities and present findings to me in a timely manner**

**• Together, student(s) and I will select best fit funding sources based on project parameters**

**• I will introduce students to DCPS staff who can gather facts needed for grant applications**

**• Students will compile information for grant apps and present preliminary findings to me and DCPS staff requesting funding**

**• Upon approval, student(s) will complete grant application**

**• I will review and submit grant applications**

**• Student(s) will be involved in any grant application interviews to enhance their experience in the process**

**• Student(s) will be involved in the BIG check presentations at schools – even if grants are funded after internship ends**

**I would be glad to be a ‘work reference’ for any student(s) working as interns (or volunteering) provided they perform their job well. FYI - If the internship is for a grade, I will not rubber-stamp an automatic ‘A’ if I have not seen ‘A’ level effort.**

**I would be glad to meet with you to discuss.**

**Thank you for your willingness to support the Foundation and the 11,500+ DCPS students we serve!**

**Vicki L. Quisenberry, Executive Director [vickiq@foundationfordcps.org](mailto:vickiq@foundationfordcps.org)**

**(270)231-5583**

[**www.foundationfordcps.org**](http://www.foundationfordcps.org)

**LIKE us on Facebook**

**FOLLOW us on Twitter @FDCPS**

**Ask me about Kids on Campus!**

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**8.28.14 Worth Insurance Group’s Health Department is offering a 20 hour per week unpaid internship to a college student meeting the qualifications below.**

We are looking for an individual with enhanced organizational skills and experience in Microsoft Office (including Outlook, Word, and Excel). The job duties for this position will be data entry, scanning and posting items to the data base, filing, and assisting in the day to day activities of our fast paced office.

Please have interested parties contact Karri Bobo at 270-926-4438 or via email [Karri@worthins.com](mailto:Karri@worthins.com) .

If you have any questions or need additional information, please do not hesitate to contact our office.

**Karri Bobo**

**601 A Carlton Drive**

**Owensboro, KY 42303**

**Office 270-926-4438**

**Fax 270-689-1875**

**Karri@worthins.com\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**8.18.14 Team Mitch Internships**

**Senator Mitch McConnell's reelection campaign is looking for motivated students to be a part of one of the top Senate races in the country. Students would be expected to assist with projects such as voter contact, volunteer recruitment, and event organization. Internships can be available for any location in the state throughout the summer and fall. If you are interested or would like more information, please contact Drew Stroemple** [**atdrew@teamky2014.com**](mailto:atdrew@teamky2014.com) **or by phone at 270-681-5048.**

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**8.15.14 Intern in the Whitehouse** [**www.whitehouse.gov/internships**](http://www.whitehouse.gov/internships) **deadline is September 7, 2014**

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**8.14.14 Intern in Frankfort** [**http://www.aikcu.org/frankfortsemesterinternships/**](http://www.aikcu.org/frankfortsemesterinternships/)

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**8.8.2014 VOLUNTEERS NEEDED!!!**

**in**

**Daviess, Ohio, Henderson, & Union Counties**

**New Beginnings Sexual Assault Support Services**

**Needs**

**Crisis Intervention Volunteers**

**For Non-Profit Organization**

**You can be the source of strength for a sexual assault victim in need. New Beginnings is in search of volunteers to do a range of duties to assist both the victims and the organization. No experience is necessary. We will provide all training needed to individuals who want to make a difference in people’s lives.**

**Volunteers are needed for the following:**

**24-hr. Crisis Line Coverage Fundraisers & Special Events**

**Hospital Advocacy Board Members**

**Legal Advocacy Monetary/Material Donations**

**Crisis Counseling Office/Clerical Help**

**REGISTRATION FOR CLASSES STARTS SOON!**

**IF INTERESTED PLEASE CALL TERRI 270-926-7273 OR EMAIL terri.nbowensboro@gmail.com**

**ALL VOLUNTEERS MUST: BE AT LEAST 20 YEARS OF AGE, COMPLETE 40 HRS. REQUIRED TRAINING, AND HAVE A BACKGROUND CHECK.**

**8.4.14 Settle Memorial High School Youth Intern**

**Summary**

The Youth Group intern will work alongside the Middle and High School Youth Directors to help coordinate youth events and build relationships with the youth at Settle Memorial.

**Key Responsibilities per Week**

3 Hours –High School Youth meet from 5:30pm to 7:30pm. Please come 30 min early and plan to stay 30 minutes late.

2 Hours – During the week meet with the Youth Director to discuss/plan for future events and the upcoming Sunday.

**Potential Additional Responsibilities**

Lead an aspect of youth group (game, talk, etc.)

Pray with youth (through good and bad)

Attend Youth Events other than youth group (will be compensated)

Observe youth and report on potential issues

**Type of Employment**

Part-Time (5 hours a week)

Start Date: A.S.A.P.

End Date: Sunday December 14th

$10 an hour

Please Contact Anthony Marts at 270-684-4226 or via email at anthony@settlemem.org for more information or to apply.

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7.29.14 The **March of Dimes is excited to announce our Fall 2014 internship program**! We are looking for students interested in pursuing a career in Marketing, Sales, Public Relations, Graphic Design, Media Relations and more!

Please note: this is our basic intern program we can customize program to meet the needs of your college’s requirements.

This is a great opportunity for students to gain experience with a non-profit organization and learn about fundraising, sales, marketing, etc.! The student will enjoy their time working at the March of Dimes and hopefully develop a strong appreciation for volunteering, giving back and helping others. This will also provide them an opportunity to work within our community and develop partnership and contacts that will benefit them in the future!

Please feel free to contact me directly at (270) 993-7789 for more information. I look forward to speaking with you soon. Thanks for your time. Amy Nonweiler

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7.24.14 The **Department of Public Advocacy.** Our office is currently **seeking interns** to assist with everything from **data entry, to legal case work, to court attendance. We can accept a wide range of majors, but those which are generally the most appropriate are pre-law, political science, criminal justice, psychology, sociology, social work, and human resources.**

We are seeking interns to **assist both our attorneys** as well as our dedicated **social worker program**. We even accept interns to assist with filing and clerical work in some cases. Generally we try to cater each intern's experience to best fit with their interest. For example, a pre-law student intern would spend quite a bit of time in court and case reviews with our attorneys; a criminal law student intern would assist our investigators with everything from witness interviews to crime scene reviews; a psychology/social work intern would work closely with our social worker to locate and determine services that our indigent clients are desperately in need of. In the past we have also had administrative assistant interns to help with filing and data entry for our staff of administrative experts.

Our office has a long history of accepting interns from Brescia, and I would very much like to see KWC send us some students this next year. I know what a wonderful experience I had there (which included a judicial internship with Judge Castlen), and I know there must be a great pool of candidates. Unfortunately, because we are a state agency, and thus underfunded, we cannot offer any paid internships. However, we will work with the schools in any way possible to ensure interns receive course credit when allowed by the school. I look forward to hearing back from you, and hopefully toward meeting some of the bright young minds that KWC has to offer!

If you are interested please contact:

Kristin Whitney [kris10.whitney@gmail.com](mailto:kris10.whitney@gmail.com)

Class of '06

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7.24.14 **Youth Director Intern Job description**

10 hours a week. Part of the 10 hours is be devoted to planning.

The youth director will lead weekly youth meetings on Sunday evening, time to be determined.

The youth directory will work with the parents and youth in having fundraisers to help to raise money for Camp Loucon and other things the youth would like to do.

The youth director will meet with the pastor monthly or more often if needed to develop ongoing learning goals.

The youth director will be expected to be with us in worship on Sunday mornings each week. If a Sunday is needed to be absent that will be worked out with the Pastor and Chair of the Staff/Parish Relations Committee 2 weeks prior to being absent.

The youth director will work with the parents and youth about developing a Youth Leadership Council.

If it all possible but not required the youth director could go to youth school events that feature our youth.

Salary is $10 an hour or $100 a week.

We will work your College Institution in developing ways to use this job for credit.

Please send inquires and resumes to:

Pastor Randy Jones [revrandyj@att.net](mailto:revrandyj@att.net)

Woodlawn United Methodist Church

1120 Woodlawn Ave.

Owensboro, KY 42301

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7.7.14 Team Mitch Internships

Senator Mitch McConnell's reelection campaign is looking for students to assist with projects such as voter contact, volunteer recruitment, and event organization. Internships can be available for any location in the state throughout the summer and fall. If you are interested or would like more information, please contact Drew Stroemple at [drew@teamky2014.com](mailto:drew@teamky2014.com) or by phone at 270-681-5048.

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7.2.14 Applications for 2014 Fall Internships in Congressman Brad Wenstrup’s district offices in Cincinnati and Peebles are now being accepted. These internships are part-time (9-10 hours a week) and unpaid. While academic credit may be obtained, many students do the internships strictly for the educational experience. Applicants must be enrolled in college or graduate school.

If you know of a student who might be interested in interning in our district offices during the Fall semester, please share with them the attached application and encourage them to apply. For additional information, please contact Chelsy Lutz in our office at 513-474-7777.

JOHN M. STANTON

Deputy Chief of Staff & District Director | Congressman Brad Wenstrup, OH-2

7954 Beechmont Avenue, Suite 200 | Cincinnati, OH 45255

Office: 513.474.7777 | Email: [John.Stanton@mail.house.gov](mailto:John.Stanton@mail.house.gov)

Application is in the Career Developent Office Rm 212 Admin Bldg

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5.14.14 Summer bat monitoring internship at Mammoth Cave National Park. The position is through the Student Conservation Association. Good luck to all who apply!

<http://www.thesca.org/serve/position/summer-bat-assessment-interns/po-00581592>

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Shannon Trimboli, Education Coordinator

The Mammoth Cave International Center for Science and Learning is a  
partnership between Mammoth Cave National Park and Western Kentucky  
University. We are a member of a national network of research learning  
centers based within the National Parks.  
  
Research Learning Centers  
   - Facilitate use of parks for scientific inquiry.  
   - Support science-informed decision making.  
   - Communicate relevance of and provide access to research knowledge.  
   - Promote resource stewardship through partnerships.  
  
Mammoth Cave National Park  
P.O. Box 7  
Mammoth Cave, KY 42259  
(270) 758-2422  
[shannon\_trimboli@contractor.nps.gov](https://mail.google.com/mail/?view=cm&fs=1&tf=1&to=shannon_trimboli@contractor.nps.gov)  
  
Geography/Geology Dept  
Western Kentucky University  
1 Big Red Way - EST 438  
Bowling Green, KY 42101-1066  
[shannon.trimboli@wku.edu](https://mail.google.com/mail/?view=cm&fs=1&tf=1&to=shannon.trimboli@wku.edu)

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**4.22.14 College Intern Location: OWENSBORO HEALTH REGIONAL HOSPITAL**

**Department: RECRUITMENT Shift Required: PRN**

**Position Status: Summer**

**Job Summary:** Performs a variety of duties to support administration of the assigned department(s). Executes all tasks and behaves in a manner consistent with a culture of safety and a high reliability organization; behavior supports the organization's core commitments of Integrity, Service, Respect, Teamwork, Excellence, and Innovation.

**Job Responsibilities: Composes, types and transcribes correspondence, forms, reports, presentation materials and other written communications as required. Receives and screens visitors and telephone calls, and handles general inquiries. Schedules/coordinates meetings, conferences, special events, appointments and travel arrangements. Maintains assigned calendar(s). Establishes and maintains filing systems. Orders and stocks supplies.**

**Education: High school diploma or General Equivalency Diploma (GED) required. Currently enrolled in a healthcare related program of study with 2 years of college and/or business school preferred.**

**Licensure/Certification: None required.**

**Required Work Experience: None**

**FLSA Class: Non-Exempt**

[**http://ch.tbe.taleo.net/CH09/ats/careers/requisition.jsp?org=OMHS&cws=1&rid=5509**](http://ch.tbe.taleo.net/CH09/ats/careers/requisition.jsp?org=OMHS&cws=1&rid=5509)

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**4.21.14 REPUBLICAN PARTY OF KENTUCKY INTERNSHIP OPPORTUNITIES**

**Kentucky gop GET INVOLVED. GAIN EXPERIENCE.**

**GAIN experience THIS SUMMER**

**- wit­h -**

**political • Communications • research**

**digital • Finance**

**requirements: Conservative, Republican student or recent graduate • Reliable •**

**Responsible • Organized • Detail-oriented • Excellent interpersonal skills • Strong**

**writing & research background**

**BONUS: Web development • Graphic design • Video editing**

**WHAT TO EXPECT: Gain experience with politics at the state & local levels • Writing •**

**Researching • Planning & executing events • Monitoring media coverage •**

**Executing voter outreach • Meeting & interacting with elected officials, candidates**

**& party officials • Flexible hours • Much more than envelope-stuffing & getting coffee**

**APPLY NOW: Using the subject line “Internship,” email your résumé & cover letter to**

**Travis Hall at** [**gop.kentucky@gmail.com**](mailto:gop.kentucky@gmail.com) **. Detail your political experience & work**

**history. We will contact applicants for interviews.**

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**4.15.14 VOLUNTEERS NEEDED!!!**

**In Daviess, Ohio, Henderson, & Union Counties**

**New Beginnings Sexual Assault Support Services**

**Needs:**

Crisis Intervention Volunteers

For Non-Profit Organization

You can be the source of strength for a sexual assault victim in need. New Beginnings is in search of volunteers to do a range of duties to assist both the victims and the organization. No experience is necessary. We will provide all training needed to individuals who want to make a difference in people’s lives.

**Volunteers are needed for the following:**

24-hr. Crisis Line Coverage Fundraisers & Special Events

Hospital Advocacy Board Members

Legal Advocacy Monetary/Material Donations

Crisis Counseling Office/Clerical Help

**REGISTRATION FOR CLASSES STARTS SOON!**

**IF INTERESTED PLEASE CALL TERRI 270-926-7273 OR EMAIL** [**terri.nbowensboro@gmail.com**](mailto:terri.nbowensboro@gmail.com)

**ALL VOLUNTEERS MUST: BE AT LEAST 20 YEARS OF AGE, COMPLETE 40 HRS. REQUIRED TRAINING, AND HAVE A BACKGROUND CHECK.**

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**4.15.14 We are accepting applications for the Fall 2014 and Spring 2015 Capital Semester in Washington, DC. The final deadline for the Fall 2014 program is Sunday, June 1.**

**As a reminder, students who attend Capital Semester:**

• Intern for 25-30 hours a week in the fields of public policy, international affairs, journalism or the nonprofit sector

• Take a full course load of 12 credits at George Mason University

• Are matched with a professional mentor

• Attend professional development seminars

• Network with top DC insiders

**We award close to one million dollars in scholarship funding annually and awards are based on need and merit.**

**More information on our program may be found at** [**www.DCinternships.org/CS**](http://www.DCinternships.org/CS) **. Thank you for your time and consideration. If you have any questions, I may be reached at** [**admissions@tfas.org**](mailto:admissions@tfas.org) **or 202.986.0384.**

**Sincerely,**

**Dana Faught**

**Associate Director, Recruitment and Admissions**

**The Fund for American Studies**

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**4.7.14 Paid Internship Opportunities with Kenergy! Owensboro, Ky.**

**Through May 10, Kenergy will accept resumes for *paid internships* in these departments: engineering, communications, procurement and operations.**

**Prospects must be at least juniors in college.**

**Relatives of Kenergy employees and directors may not apply.**

**The cooperative respectfully requests no calls. Only online inquiries will be accepted.**

**Here are descriptions of desired degree programs and potential duties for each position:**

**Procurement Department – Kenergy seeks an intern who is studying business management, general business, operations management or supply chain management. Potential duties include:**

**o Help find a best-practices solution for selling obsolete line material.**

**o Create a workable solution for disposal and resale of a variety of surplus items.**

**o Analyze and propose an update to the vehicle inspection process.**

**o Study opportunities and propose solution for assignment of conductor to crews.**

**o Analyze, identify and help develop solutions for commonly ordered items.**

**To apply for the PROCUREMENT INTERNSHIP: Send your resume in an e-mail to** [**procurementintern@kenergycorp.com**](mailto:procurementintern@kenergycorp.com) **.**

**Member Services – Kenergy seeks an intern who is studying communications or marketing. Potential duties include:**

**o Implement social media projects.**

**o Write press releases and perform other journalism-related duties.**

**o Assist with Web site maintenance and conversion to responsive design.**

**o Develop a marketing program to entice local businesses to participate in Kenergy’s Co-op Connections Card program.**

**o Measure the impact of solar/PV leasing relative to retail rates.**

**To apply for the MEMBER SERVICES INTERNSHIP: Send your resume in an e-mail to** [**memberservicesintern@kenergycorp.com**](mailto:memberservicesintern@kenergycorp.com) **.**

**Operations – Kenergy seeks an intern who is studying business administration. Potential duties include:**

**o Document retention of historical work orders.**

**o Document retention of historical financials.**

**o Miscellaneous administrative assistance.**

**To apply for the OPERATIONS INTERNSHIP: Send your resume in an e-mail to** [**operationsintern@kenergycorp.com**](mailto:operationsintern@kenergycorp.com) **.**

**Engineering – Kenergy seeks an intern who is studying electrical engineering in an ABET-accredited program. Potential duties include:**

**o Projects that include spreadsheet building, database work, map reading, work processing and recordkeeping.**

**o Shadowing employees in several disciplines.**

**To apply for the ENGINEERING INTERNSHIP: Send your resume in an e-mail to** [**engineeringintern@kenergycorp.com**](mailto:engineeringintern@kenergycorp.com) **.**

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**4.7.14**

[**https://manufacturing-mohawk.icims.com/jobs/16762/mechanical-engineering-intern/job?mode=job&iis=Indeed&iisn=Indeed.com**](https://manufacturing-mohawk.icims.com/jobs/16762/mechanical-engineering-intern/job?mode=job&iis=Indeed&iisn=Indeed.com)

**Internship Mohawk Industries – Lewisport, KY**

Here is your opportunity to be a **summer intern at Dal-Tile, the largest ceramic tile manufacturer in the U.S.** and one of the largest tile manufacturers in the world!

This summer internship allows students to experience a challenging introduction to engineering careers at Dal-Tile while obtaining hands on experience in an automated manufacturing environment.

Our quarry tile manufacturing operations in Lewisport, KY is currently seeking a Mechnical Engineering Intern for the summer of 2014. The qualified candidate will perform technical work which is specific in nature and requires knowledge and application of basic mechanical engineering principles, theories and concepts to complete assignments under direct technical supervision.

**Responsibilities:**

•Assist technical and operations staff with developmental research, analysis of technology and engineering options, project design, testing, formulating conclusions, data collection, and analyzing experimental data.

•Develop design concepts, layouts, and detail dimensional drawings using AutoCAD software.

•Review the technical content of drawings, engineering specifications, reports and other documentation associated with the mechanical design.

•Make visual and written observations of process flow and equipment using Lean, Six Sigma and Kaizen methodologies.

•Participate on continuous improvement project team(s).

•Follows standard operating and safety procedures.

•Keeps area safe, clean and organized.

•Performs other related duties as required.

**Qualifications:**

Prefer Bachelor of Science program at junior level or above in Mechanical or Industrial Engineering that is ABET accredited. Clearly add your major, class standing and month/year of graduation to your resume.

**Critical competencies** include skill to collect, organizes, synthesize and analyze data; summarize findings; develop conclusions and recommendations from appropriate data sources; prepare and compile test reports to support recommendations, qualifications and certifications. Good computer skills in Micosoft Office Applications; i.e. Word, Excel and Powerpoint. Must also have sufficient skill level with AutoCAD software. Ability to convey information and ideas through a variety of media to individuals or groups. Strong interpersonal communication, conflict resolution, organization skills, data analysis and interpretation.

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**4.2.14 We are still accepting applications for 2014 Summer Internships in Congressman Brad Wenstrup’s District Office in Cincinnati through April 15th. In the district, these internships are part-time (9-10 hours a week) and unpaid. Applicants must be enrolled in college or graduate school.**

**If you know of a student who might be interested in interning in our District Office, please share with them the attached application and encourage them to apply. For additional information, please contact Chelsy Lutz in our office at 513-474-7777.**

**Thanks. Hope all is well!**

**JOHN M. STANTON**

**Deputy Chief of Staff & District Director | Congressman Brad Wenstrup, OH-2**

**7954 Beechmont Avenue, Suite 200 | Cincinnati, OH 45255**

**Office: 513.474.7777 | Email: John.Stanton@mail.house.gov**

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**3.29.14 Rev Dale Hartlein"** [**pastor@fgbowensboro.com**](mailto:pastor@fgbowensboro.com) **wrote:**

**I saw on your sign you have interns available. Our church, First General Baptist, is only blocks away and we are interested in the possibility of intern(s) for our worship team. Please have any interested students contact me by email.**

**Bro. Dale Hartlein**

**Pastor**

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**3.19.14 Summer Intern: Looking for one person with some of these skills.**

**Sales Administration**

**Social Media**

**R**Jim Ed Oberst

Brewco Marketing Group

106 Brewer Drive ****

Central City, KY 42330

270-754-2264 ext 228

[http://www.brewco.com](http://www.brewco.com/)



**esearch**

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**\_ Invasive Plant Control Team Leader TERM OPENINGS AVAILABLE! (April – December)**

**Positions are available 2014**

Compensation is negotiable depending on experience. ($15.00 per hour)

Applicants will have the opportunity to work in various natural areas throughout the eastern United States with an emphasis on invasive plant management. Invasive Plant Control, Inc. will provide you with the opportunity to conduct intensive habitat rehabilitation of many different native plant communities with the main emphasis in invasive plant management. IPC is a privately owned company considered one of the leaders in the invasive plant control market in the US.

**SPECIFIC DUTIES**: Primary function will be to travel continuously throughout the eastern US as a leader of an invasive plant management team and utilize a variety of techniques including chemical and mechanical methods to control invasive exotic plants.

**TRAVEL:**

• Lodging and transportation is provided. • Food is on your own.

• There may be no opportunity to travel home during the course of this position other than on your own time

**REQUIREMENTS:** • Applicants selected will be subject to a government security investigation. • Applicants must pass a pre hire drug screening to be considered for employment • Valid driver's license; good communication skills; good physical condition; ability to work with minimal supervision; ability to travel for long periods of time away from home; ability to pass pesticide applicator exams in various states. • Ability to work effectively under pressure and meet deadlines • Ability to travel extensively and on short notice. **• Must be actively seeking a college degree or have a college degree. Knowledge of current trends in invasive plant management in natural areas**. • The ability to motivate, lead, set objectives, and manage performance of a small team. • Adapt, improvise, and overcome precarious situations. • Employee will be required to treat all invasive plant species with minimal to no damage to native species in the area.

**TRAINING/EDUCATIONAL OPPORTUNITIES**: Applicant will have the opportunity to participate in seminars or training sessions regarding: Invasive plant removal techniques; first aid; chainsaw and hand-tool safety; pesticide safety; application equipment; ATV use and orienteering. There will be opportunities to visit many culturally and historically significant sites; attend educational workshops or meetings concerning vegetation management and work alongside professionals involved in many different areas of resource management.

To Apply, Send Cover Letter and Resume to: Lee Patrick at [lee@ipc-inc.org](mailto:lee@ipc-inc.org) 615-385-4319

Invasive Plant Control, Inc. PO Box 50556 Nashville, TN 37205

www.invasiveplantcontrol.com

Invasive Plant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3.14.14 This link [Pathways Page](http://www.fs.usda.gov/detail/r9/jobs/?cid=stelprdb5432375) is now live. This will take you to many USDA Forestry **internships for this summer** **all over the United States** . These are for students and soon to be graduates.

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3.14.14 **Dugout Media, The Leader in Youth Sports Marketing and publishes of Baseball Youth** – The Nation's Baseball Magazine for Kids, is looking for **individuals to fill it TOUR STAFF positions** for the Baseball Youth Experience (national mobile marketing tours). The tours represent an extensive list of national sponsors, which include Major League Baseball Players Association, MLB.com Digital Academy, Louisville Slugger, Play Station, Rawlings, Evoshield and Baseball Youth Magazine.

**TOUR STAFF**

**Description:** The Baseball Youth Experience visits major youth tournaments and World Series events, and crew members interact with players, kids and adults throughout sponsored booths. Creating brand awareness for each sponsor is critical and this is achieved through free games, contests, equipment demos, product sampling, video game play, merchandise sales and more.

Crews set up during regular tournament play as well as during opening ceremony events. During regular tournament play, crews generally arrive on site in the early morning and run the Experience setup through the afternoon.

Tour staff members will be required to arrive at the Dugout Media headquarters a week before the tour's opening weekend. Each crew will go through extensive training in the setup and takedown of the Experience as well as become educated with the tour sponsors and their products. Each individual tour staff member will become a specific brand ambassador and be assigned an Experience position.

This internship is a unique opportunity to not only get great experience in sports marketing and events but also travel around the United States, as each crew will be on the road for the entire work period. Dugout Media provides travel, gas, lodging and food expenses. **Pay is bi-weekly, plus bonus**.

**REQUIREMENTS**

**College upperclassmen (juniors or seniors) on tract to graduate with a sports or marketing background preferred.**

**Students looking to fulfill internship credit hours/requirements preferred.**

**Able to conduct the position from Late May till Late August 2014.**

**Willing to travel.**

Dugout Media's Headquarters is located in Morehead, Kentucky.

**INTERESTED APPLICANTS MUST VISIT THE DUGOUT MEDIA CAREER SITE TO SUBMIT RESUME, INFORMATION AND MORE.**

**GO TO :** dugoutmedia.recruiterbox.com

Feel free to contact Eric Walton directly if you have any immediate questions.

Thanks,

Eric Walton; Vice President of Operations Dugout Media, Inc.

735 West Main St

Morehead KY 40351

Office.+1606.784.1877 Mobile. +1859.494.1037

<http://www.dugoutmedia.com> \_\_

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3.14.14 Creative Summer Internship at Abbey Press in Product Development St. Meinrad, IN

**Description**

We're looking for a **design intern to join the Product Development team at Abbey Press**. If you would like to be part of a company that believes in producing quality, value-oriented products and want to start building your career while doing what you love, consider becoming part of our team this summer!

The internship is 12 weeks long beginning in late May and ending in mid-August. This is a paid internship for **20-30 hours a week, $9.00/ hour** and we can be flexible to accommodate your schedule.

You'll be working with the visual design team to help create and manipulate beautiful designs that will be sold in the inspirational giftware market for leading retailers such as Hallmark, Family Christian Stores and Lifeway.

Join us if you would like to gain experience in the design field, strengthen your portfolio and possibly be considered for future employment. You'll be treated as a member of the team and will grow as you produce designs that will be integrated within our company.

**Responsibilities**

• Assist design team in the creating various product types ranging from greeting cards to seasonal and everyday gifts, home decor items, signage, packaging and marketing material.

• Participate in the creative process from idea to shelf including: brainstorming,

product development, digital rendering, prototyping, final art review and other miscellaneous creative tasks.

• Prepare final digital files with specifications and instructions for manufacturers and add creative specs to data base.

**Experience / Skills Required:**

• Earning a Bachelor or Associates degree in art or design. Internship candidate must be enrolled as a Junior or Senior student if pursuing a BA/BFA or second year if pursuing an Associates.

• Must be able to demonstrate and provide portfolio (please upload or include a link with resume).

• Knowledge of Photoshop, Illustrator and QuarkXPress with a familiarity of Mac operating systems

• Strong design aesthetic, typography skills and a passion for creativity, and innovation.

• Must have the ability to offer a variety of design solutions and artistic styles.

• Problem solving ability with technical knowledge of what it takes to create excellent printed or dimensional products.

• Must be self-motivated, attentive to detail and a good communicator,

• Comfortable with critique and following direction, and able to balance great design with meeting short deadlines

• Energetic, goal-oriented team player with an excellent work ethic

**Additional Benefits:**

• Employee discounts at St. Meinrad Archabbey Gift Shop

• Samples of products worked on from concept to completion for your portfolio

**To apply, please send a cover email along with your resume and online portfolio** [**hr@saintmeinrad.edu**](mailto:hr@saintmeinrad.edu)

Abbey Press is a wholesale marketer of inspirational, religious products that help consumers recognize and celebrate seasons and everyday occasions in a special, spiritual way. Nowhere else can consumers find such a wide selection of products that engage emotions and enhance relationships through words and symbols that are compelling and differentiated. Abbey Press stands for spiritual values, quality and good taste.

To learn more about Abbey Press visit [www.abbeytrade.com/info](http://www.abbeytrade.com/info) .

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3.4.14 Vectren Corporation - IN: **Intern, IT Business Systems** (1410000067)

JOB APPLY URL: <http://tinyurl.com/lj8rmj8>

This position is responsible for assisting with entry level support activities for Energy Delivery applications.

**Main Accountabilities:**

Assist with documenting requirements for various in-flight projects and requests for system enhancement

Assist with developing test scripts and executing test scripts for in-flight projects

and system enhancements

Provide end user support such as security issues, cancelling work orders, etc.

**REQUIRED SKILLS:**

Current student (third or fourth year) in a bachelor’s degree Computer Management or Business Management program.

Required competencies include a strong orientation toward customer service, the ability to apply analytical thinking to problem solve, excellent oral and written communication, and ability to work in a team environment

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3.4.14 Vectren Corporation - IN: Gas Distribution **Engineering Co-Op**, Evansville, IN (1410000079)

JOB APPLY URL: <http://tinyurl.com/oo7fwrr>

**JOB PURPOSE:**

The Gas Distribution Co-Op Engineer provides assistance with designs, estimates, and planning for complex projects including natural gas main extensions, metering, pressure regulating stations, general equipment installations, relocation of facilities, system improvements, and other engineering-related activities to maintain safety, reliability and compliance with company policies and regulatory requirements.

**MAIN ACCOUNTABILITIES:**

Prioritize tasks with regular input from Engineering Manager. Delivery of assigned projects through completion with regular input from the Engineering Manager. Achieve budgetary and business objectives through sound project management. Resolve conflict and coordinate with internal/external customers and contractors. Meet customer expectations in a timely manner. Recognize and report data/process anomalies and recommend solutions. Manage electronic files in a structured format. Develop knowledge and understanding of Vectren’s O&M standards. File paper documents in accordance with company policies and standards. Participate in after-hours emergency response rotation as needed. Report on progress throughout the life of the assignment/project. Acquire knowledge and training for system applications necessary to perform design and estimation functions for simple to moderately complex projects. Identify, secure and manage resources (internal or external) required to complete assignments/ projects. Gather, analyze, and sort data for various projects related to project engineering and asset management.

**REQUIRED SKILLS:**

Full-time student pursuing a 4-year degree in an engineering field (Civil, Mechanical, Petroleum, or Industrial Engineering major) from an accredited college/university.

Proficient in MS Office programs (Word, Excel, Power Point, Access). CAD experience is desirable but not required.

A strong orientation toward customer service, good oral and written communication and teambuilding skills, and excellent problem-solving abilities.

Ability to travel for one day or on overnight trips to Vectren offices in Indiana or Ohio.

Vectren Corporation is an Equal Opportunity and Affirmative Action Employer dedicated to diversity and inclusion in the workplace. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.

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| **2.11.14 Students who need volunteer hours or resume building opportunities (unpaid internship), the Foundation for Daviess County Public Schools needs grant researchers and grant writers.**  **Qualifications:**  Self motivated and able to work independently after task is assigned  Well-organized  Able to work ahead of deadlines  Must have exceptional writing skills  Determination to scour the internet looking for grant opportunities for public school system  Able to work well with others to fine-tune grant applications  **Those interested may contact me by sending their resume and a short statement answering this question:**  **What skills do you posses that will make you an effective grant research/grant writing volunteer with the Foundation?**  **Students may check out the Foundation's web site for more information about what we do.**  **Vicki L. Quisenberry, Executive Director** [**vickiq@foundationfordcps.org**](mailto:vickiq@foundationfordcps.org)  **(270)231-5583**  [**www.foundationfordcps.org**](http://www.foundationfordcps.org)  **LIKE us on Facebook**  **FOLLOW us on Twitter @FDCPS**  **Ask me about Kids on Campus!** |
| **2.5.14 Interested in interning in a State Farm Insurance office this summer?**  **Opportunities available in Owensboro, Henderson, Central City, or Madisonville.**  **Contact: Tommy Rowland**  **Director State Farm Regional Training**  [**tommy.rowland.hs4a@statefarm.com**](mailto:tommy.rowland.hs4a@statefarm.com) |
| **The White River National Forest in Colorado is recruiting applicants for several Wilderness Ranger internship positions for the summer of 2014.** The ranger interns’ primary duty is to conduct educational patrols of the Forest’s Wilderness areas. The ideal applicant is an experienced outdoor leader who is passionate about the stewardship of wild lands and interested in a career in natural resource management. Interns will receive intensive training and education in natural resource management from an inter-disciplinary, field based perspective. This is a volunteer position that includes a field per diem supplement ($140/week), housing, and an exceptional career/life experience.  **Position Duties Include:**  4 day backpacking patrols of ~30 miles at high elevation in seasonal conditions over weekends and holidays  Carrying a 50 lb pack plus tools  Visitor education on Wilderness ethics/regulations  Trail maintenance using traditional tools  Natural and social resource monitoring  Restoration of impacted sites  Sign/TH installation and maintenance  Invasive species treatment  Community outreach for Wilderness awareness  Program reporting and review  Various other duties in support of the Wilderness and district programs  **Desired Qualifications/Experience:**  Demonstrated outdoor leadership with backcountry travel and living skills  Physically fit, self-reliant, problem solver  Good public communication skills  Traditional tool use, safety and maintenance  Wilderness Act, ethics and Leave No Trace knowledge/practice  Natural system understanding  Multi-day backpacking experience  Clear, detailed reporting of pertinent  observations  GPS, GIS and photo/video editing familiarity  Critical safety awareness  Commitment to program dates (6/02 – 8/25)  Enrolled in an accredited internship course  **June 2nd To August 25th Colorado 2014 To Apply: Email a cover letter and resume to Andrew Larson**  [**aspenwilderness@gmail.com**](mailto:aspenwilderness@gmail.com) **before March 1st** |
| **1.17.14 Internship Opportunity - Grey Towers National Historic Site**  **Interpretive Programs and Visitor Services**  Grey Towers National Historic Site, Milford, PA, ancestral home of conservationist and Pennsylvania Governor Gifford Pinchot, has from 1 to 5 student intern positions to serve 12-week internships from May-October. Students will live on the estate of this 1886-mansion and be immersed in the history of forestry in America. They will have an opportunity to learn and improve skills in such areas as interpretation, public speaking, communication, research and related programs. **Students of forestry, environmental, history, art, interpretive/recreation or museum studies programs are sought**.  **SPECIFIC TASKS:** Interns will assist USDA Forest Service staff with interpretive and education programs and visitor services. Students will develop and deliver interpretive tours, assist with education and other public programs, provide visitor services and complete one research/interpretive project.  **LEARNING POTENTIAL:** After this internship is completed, students will be:  - Able to fully develop and deliver a thematic interpretive tour, including determining key messages and weaving them into program delivery;  - Able to work with a variety of different audiences;  - Knowledgeable about the history of forestry in America and the role played by Gifford Pinchot, his family and Grey Towers;  - Knowledgeable about Forest Service culture and history;  - Hone their customer service skills;  - Expand AV and computer skills;  - Improve written and verbal communication skills;  - Enhance research skills;  - Learn professional work standards, ethics and expectations.  **PRODUCT:** Interns will be required to complete one project chosen from a list provided by GT or approved in advance by the AD for Programs that will result in a tangible product, such as an interpretive brochure or wayside exhibit, powerpoint program, specialized tour, etc.  **STIPENDS: A small subsistence allowance may be available. Grey Towers provides housing and uniforms. Students must provide own transportation.**  **TO APPLY:** Please send a letter of interest to Lori McKean, Assistant Director for Programs and Communications, Grey Towers National Historic Site, PO Box 188, Milford, PA, 18337, or by email to greytowers@fs.fed.us. Letters should include a brief description of how this internship fits with your skills, background and career goals, what you can contribute to and hope to achieve from the experience and how the Forest Service can help you further develop or learn new skills. Please attach (or send separately if submitting electronically) a copy of your transcript, resume and 2 letters of recommendation. **Internships can span any period, May through October. Deadline is March 1 for summer months and June 1 for fall.** Personal interviews are helpful but not required.  **For more information visit** [**www.fs.fed.us/gt**](http://www.fs.fed.us/gt) **or call (570)296-9630.** |
| **1.14.14 PASTORAL MENTORNING/INTERNSHIP** Summer 2014 (Contact Career Dev. Office for application)  **P. Josh Lee Senior Pastor | Grapevine Christian Church 2205 Grapevine Rd Madisonville, KY**  **Cell: (224) 856-8543 | Office- (270) 821-4089**  **Mentoring Objective**  The goal of the internship experience is to provide the intern with a ministry context where they can integrate theory and practice under the care of a mentoring pastor. It is in a church-based ministry that the intern will be able to experience the realities of pastoral ministry, and the complexities of pastoral leadership. Under the guidance of a mentoring pastor the intern will experience the various facets of pastoral ministry while developing their pastoral skills. It is Grapevines desire to provide the intern with the broadest exposure to ministry while providing the specific opportunities tailored to the intern’s individual’s gifts and interest.  **What We Can Offer**  A furnished basement apartment with 1 bed room, 1 bath, kitchen, living room and rec. room is available in the parsonage, located on the church property. The utilities would be included in this package. The elders have not yet determined what kind of financial compensation we can offer but can guarantee you won’t go hungry and traditionally we’ve collected an offering at the end of the summer. This will be discussed in detail later.  **Pastoral Internship Requirements:**  1.  **The internship is to take place during the summer. Dates for this will be tailored to the intern’s availability.**  **2. MINIMUM LEVEL (IF YOU WERE TO GET A PART-TIME JOB IN TOWN) The internship** requires at least 10-12 weeks of participation with a minimum of 150 total hours of actual face-to-face contact with the ministry for the summer. This averages 10 hours a week of on-site ministry, plus an additional 2 hours of one-on-one mentoring by the pastor in the areas of spiritual formation, character development, and ministerial experience. On an average the intern will spend approximately a total of 12-15 hours per week investing in their internship combining the on-site ministry, one-on-one mentoring, and actual preparation for ministry related activities.  **3. MAXIMUM LEVEL** The internship requires at least 10-12 weeks of participation with a minimum of 250 total hours of actual face-to-face contact with the ministry for the summer. This averages 20 hours a week of onsite ministry, plus an additional 2-4 hours of one-on-one mentoring by the pastor in the areas of spiritual formation, character development, and ministerial experience. On average the intern will spend approximately a total of 20-25 hours per week investing in their internship combining the on-site ministry, one-on-one mentoring, and actual preparation for ministry related activities.  4. The internship requires that you agree with the core doctrine of the church (as outlined in the attached document).  **Ministry Title: Youth Ministry Intern Job Description:**  **Expectations**  **•** Have a viable and thriving relationship with Jesus Christ  • Display spiritual maturity and a teachable spirit  • Is striving to see the fruit of the Spirit made increasingly more evident in his/her life.  • Possess an authentic and holistic interest for the different aspects of worship disciplines and expressions.  **•** Have satisfactory organizational skills  • Be capable of recruiting, developing, coordinating, equipping and delegating to various teams of volunteers.  • Have an understanding of the Gospel, along with the ability to clearly communicate it  • Be committed to our local church and be in agreement with our core doctrine, mission, and values.  • Willing to receive constructive feedback from Senior Pastor and elders in order to have continuous improvement and growth personally and ministerial.  • Engage in constructive feedback with the leadership team in order to brain storm new and innovative ideas to see growth and improvements.  **Lines of Accountability/Communication**  **•** Senior Pastor  • Elder Board  • Youth Ministry Director oversees all of those in leadership within his specific ministry.  **Responsibilities**  **•** To effectively lead and direct youth meetings (i.e. services, small groups, special events, camps, retreats, conferences, conventions)  • Create an encouraging, exciting and safe process through which Junior High and Senior High School students can experience life change relationally, emotionally, and spiritually, which can lead the students toward an intimate relationship with Christ, and an active faith in Christ  • Provide overall direction to Junior and Senior High (i.e. vision, structure, leaders, students and parents)  • Implement service and mission projects for our students both in our city and country  • Creatively use students, with their gift mix, to build a solid team to impact our church and city for the gospel  • To be team focused – able to recruit, train, and shepherd other volunteers  • Work with the Treasure to determine annual ministry budget  • Work with the Facilities Ministry to pre-plan the usage and scheduling of the building  • Work with the Communications Ministry in promoting upcoming events (website, bulletin, sign, **fb etc.)**  **•** Work with parents, teachers, counselors, and others while at the same time effectively resourcing them to improve the impact of their ministries.  • Work with the Children’s Ministry Director to build bridges for students to transition from elementary ministry  **Competencies:**  • Able to promote and sustain a strong volunteer culture  • Able to mentor others with wisdom and grace  • Teachable, responsive, and respectful of authority |
| **12.10.13**  **Management & Training Corporation’s Summer Internship Program** provides opportunities for students to engage in professional, structured and supervised projects and assignments related to the student’s field of study.  MTC interns improve skills, develop associate networks, apply classroom theories to real world settings and work with people from a wide variety of backgrounds and cultures. MTC is a nationwide company with facilities and employees across the country.  Internship applications are accepted from any field of university study. The requested majors for our **2014 internships include:**  **** Social Work   Psychology   Counseling   Academics/Education   Accounting   Human Resources  **Program Eligibility**  **** Current enrollment in an undergraduate or graduate college or university program   Preferred 3.5 grade point average   Demonstrated leadership abilities   Preference will be given to students who have not yet graduated but are within one year of completion.  **Work Schedules and Travel**  **** Internship is located at the MTC corporate office in Centerville, Utah   MTC’s summer internship will run 11 weeks, May 12th – July 25th   Interns work 40 hour weeks   Interns will be given the opportunity to visit one job corps center and one MTC correctional facility during the internship. Travel expenses will be paid by MTC  **MTC Summer Internship Benefits**  **• Interns work one-on-one with a designated mentor**  **• Interns earn a competitive wage**  **• Interns receive professional development opportunities**  **Apply Now**  **Interested applicants must submit a resume to Earle C. Clements Job Corps Academy and apply online at** [**www.mtcjobs.com**](http://www.mtcjobs.com) **starting December 9th, 2013. For more information about MTC please visit** [**www.mtctrains.com**](http://www.mtctrains.com) |
| **12.10.13 The Owensboro Convention Center will be looking for 3 interns for the Spring Semester in Event Management, Operations, and Marketing/Sales.** P  Please see the link below and go to the Owensboro Convention Center to see our listings, the internships included. We ask that each applicant indicate which internship they are interested in when applying through our website. If you’re able to post this on your job board within your organization, we would greatly appreciate it. There are other job listings up at the moment as well for several part time positions that you may also advertise if interested. You will actually have to scroll to the bottom of the page to find the internship listings and interested parties may also sign up to receive email notifications as well for future postings.  [**http://comcast-spectacor.teamworkonline.com/teamwork/jobs/default.cfm**](http://comcast-spectacor.teamworkonline.com/teamwork/jobs/default.cfm) |
| **12.10.13 The application for the Teach For America Operations Coordinator internship this summer has just opened!**  **The application is due Sunday, December 15th at 11:59 pm ET and you will receive notification about being offered the internship on Wednesday, March 12th.**  **Please note that this is a PAID INTERNSHIP!**    **What is an Operations Coordinator**? Operations Coordinators (OCs) are part of our Institute Operations Team, which is a group of ops-minded staff responsible for the design, set up, and execution of all institute logistics. This team provides the infrastructure needed to deliver outstanding instruction to ~5,000 summer school students whom our corps members in-training teach. While OCs aren’t in the classroom, their work has a direct impact on the quality of our institute and corps members’ training experience. We accept over 200 undergraduate students to our OC staff in the summer.    **Where do OCs work?** Teach For America has 48 regions all over the US where its corps members are placed. As such, we have over 12 awesome locations for our institutes all over the country. Los Angeles, Chicago, Houston, Jacksonville, Miami, New York, Philadelphia, Tulsa, Phoenix, St. Louis, Detroit, Memphis, and Mississippi are just a quick preview!    **What skills are required?** Successful OCs are highly organized and detail-oriented, have exceptional problem solving skills, and are eager to learn how a large, established non-profit works. They are typically rising seniors or juniors.    **How can I expect to develop and grow professionally through this internship?** OCs develop important skills that enhance their impact in whatever job field they may go on to pursue. Some of the most important skill sets developed are vision-setting, planning, project/timeline management, data collection and analysis, communication, and technological.    **How can I use and apply my studies in college within this internship? All of our OCs specialize in a certain area of their choosing within our summer institutes. Students concentrating in all areas of study have something for them in this internship whether their major be engineering, mathematics, sociology, education, marketing, accounting, etc. You can work with any of the following specializations:**  **• Residential Ops • Communications**  **• Technology Services • Transportation**  **• Special Events • School Site Logistics**  **• Finance and Risk Management • Instructional Resources**    **What is required to apply?** All you need is to do is submit a resume, cover letter, and complete a 1-2 hour applicant activity to submit an initial application. From here, you will have a phone interview and then be notified of your acceptance to the internship in early March.    **How do I apply? It’d be best to go to our website and read a bit more on your own about the role by clicking here. There is a link at the bottom of the webpage with brief instructions about how to get started by searching for “operations coordinator” in the search field on the first page and moving from there.**    **If you have specific questions about the internship, feel free to reach out to Sarah Troyer at** [**sarah.troyer@teachforamerica.org**](mailto:sarah.troyer@teachforamerica.org) **.** |
| **2014 SUMMER INTERNSHIP Dugout Media, The** **Leader in Youth Sports Marketing and publishers of Baseball Youth - The Nation's Baseball Magazine for Kids, is looking for individuals to fill its TOUR STAFF positions for the Baseball Youth Experience**  (national mobile marketing tours). The tours represent an extensive list of national sponsors, which include Major  League Baseball Players Association, MLB.com Digital Academy, Louisville Slugger, PlayStation, Rawlings,  Evoshield and Baseball Youth Magazine.  TOUR STAFF  **Description:** Tour staff members will travel with one of five different tours, including three regional (East, West and Central) as well as a National or NCAA College World Series tour. The Baseball Youth Experience visits major youth tournaments and World Series events, and crew members interact with players, kids and adults through sponsored booths. Creating brand awareness for each sponsor is critical, and this is achieved through free games, contests, equipment demos, product sampling, video game play, merchandise sales and more.  Crews set up during regular tournament play as well as during opening ceremony events. During regular tournament play, crews generally arrive on site in the early morning and run the Experience setup through the afternoon. Tour staff members will be required to arrive at the Dugout Media headquarters a week before the tour’s opening weekend. Each crew will go through extensive training in the setup and takedown of the Experience as well as become educated with the tour sponsors and their products. Each individual tour staff member will become a specific brand ambassador and be assigned an Experience position.  This Internship is a unique opportunity to not only get great experience in sports marketing and events but also travel around the United States, as each crew will be on the road for the entire work period. Dugout Media provides travel, gas, lodging and food expenses. Pay is bi-weekly, plus bonus.  **Requirements**  § College upperclassmen (juniors or seniors) on track to graduate with a sports or marketing background preferred.  § Students looking to fulfill internship credit hours/requirements preferred.  § Able to conduct the position from Late-May till Late-August 2013.  § Willing to travel.  Dugout Media's Headquarters is located in Morehead, Kentucky.  Interested Applicants can send resume to [andrewd@dugoutmedia.com](mailto:andrewd@dugoutmedia.com)  For more information, go to [www.dugoutmedia.com](http://www.dugoutmedia.com) |
| 12.5.13 **Abbey Press is looking for a design intern to join the Product Development team for the 2014 Spring and/or Summer semesters.** You'll be working with the visual design team to help create beautiful designs that will be sold in the inspirational giftware market. Enhance your mastery of the principles of design as they relate to products and applications. In addition, you’ll gain experience in the design field and strengthen your portfolio. You'll be treated as a member of the team and will grow as you produce designs that will be integrated within our company.  **Responsibilities**  - Assist design team in creating various product types; paper products and hard goods, signage, packaging and marketing material.  - Participate in product planning meeting, reviews and miscellaneous creative tasks.  - Prepare final digital files with specifications and instructions for manufacturers and add creative specs to data base.  **Experience / Skills Required**  - Earning a Bachelors or Associates Degree in art or design. Internship candidate must be enrolled as a Junior/Senior student if pursuing BA or second year if pursuing an Associates, and be able to demonstrate and provide portfolio (please upload with resume).  - Knowledge of Photoshop, Illustrator and QuarkXPress with a familiarity of Mac operating systems  - Strong design aesthetic, typography skills and a passion for creativity, and innovation.  - Must have the ability to offer a variety of design solutions and artistic styles.  - Problem solving ability with technical knowledge of what it takes to create excellent printed or dimensional products.  - Must be self-motivated, attentive to detail and a good communicator.  - Comfortable with critique and following direction, and able to balance great design with meeting short deadlines  - Energetic, goal-oriented team player with an excellent work ethic.  To apply, please send a cover email along with your resume and online portfolio ([hr@saintmeinrad.edu](mailto:hr@saintmeinrad.edu) ). Send link to web portfolio or a pdf file. |
| **12.2.13 Washington, D.C. Internship** Intern in our nation’s capital, apply for the Henry Clay Internship in Public Policy. The Kentucky Society of Washington is again sponsoring the Henry Clay Internship in Public Policy. This highly competitive program provides a six to eight week summer internship in Washington, DC for selected rising juniors or seniors from Kentucky who attend a Kentucky college or university. Students from all majors are encouraged to apply. Students selected for the program will be placed in an office of a member of the Kentucky congressional delegation or an agency of the executive branch. In addition, students will receive a $3,000 stipend to defray living expenses while in Washington. Applications and more information about the internship can be found at [www.kentuckysociety.org](http://www.kentuckysociety.org) . The **deadline is January 31, 2014**.  Please contact Don Bramer, Chairman, Henry Clay Internship for Public Policy, at [henryclayinternship@kentuckysociety.org](mailto:henryclayinternship@kentuckysociety.org) with any questions about the application process or program.  [www.kentuckysociety.org](http://www.kentuckysociety.org) |
| 11.20.13 **New Beginnings Sexual Assault Support Services** **Graphic design intern** is needed to produce quarterly newsletter. Intern will work with the advocacy coordinator as a team to produce this newsletter. The advocacy coordinator is responsible for the subject and content. The intern will be responsible for the newsletter’s design which will use the agency’s logo and newsletter title.  Please send resumes to:  Terri Crowe  Advocacy Coordinator  New Beginnings Sexual Assault Support Services  Owensboro KY  [terri.nbowensboro@gmail.com](mailto:terri.nbowensboro@gmail.com) |
| 11.20.13 **New Beginnings Sexual Assault Support Services: Marketing intern** is needed to analyze agency’s target audiences and service region and propose strategies to expand and improve current market of agency and services. Intern will be expected to do a needs assessment of the GRADD region (our service area) and create a plan/proposal for implementing marketing strategies. A broad range of media should be utilized including, print, electronic and social media.  Please send resumes to:  Terri Crowe  Advocacy Coordinator  New Beginnings Sexual Assault Support Services  Owensboro KY  [terri.nbowensboro@gmail.com](mailto:terri.nbowensboro@gmail.com) |
| 11.20.13 **Resident Advisor Job Description**  **Governor’s School for Entrepreneurs will be held from June 22nd- July 12th on the campus of Georgetown College. Resident Advisors report for duty on June 16th, prior to opening day. June 16th-21st are mandatory training and planning days**.  The GSE program is designed to teach high school students how to turn an idea for a product or service into a business opportunity. The program is a hands-on, immersive creative experience for students. Activities will include guest lecturers, field trips to startup companies and large production facilities, team building exercises and recreational activities. The spirit of the program is to foster and encourage collaborative learning through team work and positive social interactions.  For 2014, there will be 2 head resident advisor and 5 resident advisor positions to supervise and lead a total of 50-60 students who will be selected to attend GSE through a competitive application process.  **Duties**  Each resident advisor will be responsible for supervising the residential life of approximately 15-20 students, and should be able to relate activities to the core mission of the GSE program. Some specific duties of RAs include:  1. To develop and maintain an ongoing relationship with students.  2. To initiate contacts, stimulate conversation and excitement among students, to assist in supervision of field trips and to otherwise be involved on an “as needed” basis.  3. To review the general problems and responsibilities of group living with students and to provide advice concerning personal and social adjustments to residential life.  4. To be a resource person and referral agent in regard to health services, student activities, recreation choices and counseling services.  5. To attend all staff meetings and a mandatory weekend training and planning session the week prior to opening day.  6. To report regularly any general problems or concerns with students’ residential life, any damage to the dorm or public facilities, to be aware of non-residents who make unauthorized use of the campus, and to be responsive to other regulations and responsibilities as designated by the Program Manager of GSE.    **Compensation**  Resident Advisors will be paid minimum wage ($7.25) and will be provided a room and all meals at no cost. Over time will be involved. Every Resident Advisor will be on duty every day including during weekends with a total of two days off. The most concentrated time for duty will be evenings and again from 7:00 am to 9:00 am. RAs will be “on call” throughout the night from midnight to 7:00 am. RAs are encouraged to spend day time hours joining in with the activities, lectures, field trips etc. as well, in order to build closer relationships with the participants.  **Email** [**cwildes@kstc.com**](mailto:cwildes@kstc.com) **for application instructions**  GSE is an equal opportunity employer.  Employment will be conditioned upon an unremarkable background check. |
| 11.20.**13Team Leader Job Description**  **Governor’s School for Entrepreneurs will be held from June 22nd- July 12th on the campus of Georgetown College. Team Leaders report for duty on June 16th , prior to opening day. June 16th-21st are mandatory training and planning days.**  The GSE program is designed to teach high school students how to turn an idea for a product or service into a business opportunity. The program is a hands-on, immersive creative experience for students. Activities will include guest lecturers, field trips to startup companies and large production facilities, team building exercises and recreational activities. The spirit of the program is to foster and encourage collaborative learning through teamwork and positive social interactions.  There will be five or six Team Leader positions for 2014. Team Leaders will work together collaboratively and each will be responsible for supervising 1-3 teams of students. Each student team will have from 2-5 members. A minimum of 50 students will be selected through a competitive application process to attend GSE.  **Some specific duties of Team Leaders include:**  1. To develop and maintain an ongoing relationship with students.  2. To initiate contacts, stimulate conversation and excitement among students, to assist in supervision of team sessions, activities and field trips, and to be involved in all aspects of delivering the core content of the program to students.  3. To mentor and coach student teams to help them develop their ideas to the fullest potential and understand the components of a business model. To help prepare teams to give a live presentation of their product and business model to a mock panel of investors.  4. To stimulate creative and divergent thinking among the students.  5. To attend all staff meetings and a mandatory weekend training and planning session the week prior to opening day.  6. To work cooperatively with other program Faculty, Team Leaders and Resident Advisors to create a collaborative community of leadership for the students.  **Compensation**  Team Leaders will be paid on an hourly basis and will be provided a room and all meals at no cost. Overtime should be expected. Every Team Leader will be on duty Monday through Saturday and are strongly encouraged to spend additional hours joining in with the evening and weekend activities in order to build closer relationships with the students.  GSE is looking for graduate students or entrepreneurs who are well-versed in entrepreneurship from a startup perspective, with a broad range of interests and experiences. Team Leaders will expand the intellectual and creative horizons of GSE students by coaching them in product/service design and development, and components of a business model. Emphasis is placed on innovation, customer development (validation), iteration and pivoting, and triple-bottom line philosophy. Team Leaders must work well with young people and be willing and able to make every topic experiential and relevant. They should be creative problem-solvers who are enthusiastic, flexible, and energetic and who can help teams of students to function well in an intensive, ever-changing environment.  Team Leaders are expected to participate fully in a living-learning/working situation which will require long hours, including evenings and weekends.  **Email** [**cwildes@kstc.com**](mailto:cwildes@kstc.com) **for application instructions**  GSE is an equal opportunity employer.  Employment will be conditioned upon an unremarkable background check. |
| 11.20.13 **Digital Media Intern Job Description**  Overview  **Governor’s School for Entrepreneurs 2014 will be held from June 22nd - July 12th on the campus of Georgetown College. The Social & Digital Media Intern reports for duty on June 16th for training prior to opening day.**  The GSE program is designed to teach high school students how to turn an idea for a product or service into a business opportunity. The program is a hands-on, immersive creative experience for students. Activities include guest lecturers, field trips to startup companies and large production facilities, team building exercises and recreational activities. The spirit of the program is to foster and encourage collaborative learning through team work and positive social interactions.  **Position Summary**  The Digital Media Intern supports the Program Director and will help create and publish digital content from an experiential learning environment. He/she will assist in creating and maintaining an archive of digital images, videos, and other content. Position is unpaid but individual will be provided room and board on Georgetown College campus from June 16th- July 12th.  **Roles & Responsibilities**  • Creates digital projects with photography, audio, and video for online distribution.  • Updates social media accounts with current and relevant photos and videos from GSE 2014 activities and events.  • Organizes digital images according to purpose and designated categories.  **Minimum Qualifications**  • Positive, proactive, and energetic attitude, strong work ethic and highly dependable.  • Creative self-starter who is comfortable with both taking initiative and working in collaboration with others.  • Experience with Apple and Microsoft applications, photo-editing software such as Photoshop and InDesign, & video-editing software, such as Final Cut Pro, Avid Media Composer, Abode Premier, etc.  • Access to video equipment, through school or personal means.  • Polished written and verbal communication skills.  • Ability to work in a sometimes challenging and frenzied environment.  • Resourceful and creative.  Email [cwildes@kstc.com](mailto:cwildes@kstc.com) for application instructions  GSE is an equal opportunity employer.  Employment will be conditioned upon an unremarkable background check. |
| The City of Owensboro is looking for an intern for the main office in city hall. This would be great experience for anyone in a communications or business major. They need someone starting right after finals week and through the holiday vacation and into January or even for the spring semester. This is an unpaid position, but would give good experience for a resume. If interested, contact: Elaine Timmel City of Owensboro  (270) 687-8540;  Fax: (270) 687-8548  [timmelme@owensboro.org](mailto:timmelme@owensboro.org) |
| 11.13.13 **Copywriter Wanted:**  We are looking for the copywriting services of someone who can maintain a mission focus while writing for search engine optimization utilizing identified keywords and key phrases to reach our goal of increased rankings in organic searches. Our website can be found at HGAChristianApparel.com.  The mission focus will be on Christian evangelism through the use of Christian apparel items to share the Gospel of Christ using three main themes from scripture that will be provided in addition to the keywords and key phrases to be targeted for each page of copy. Content must be entertaining, informative and motivate the reader to action all while being written for search engine optimization making proper use of keywords, key phrases, H1 and H2 header tags as well as internal links.  Interested parties may contact us via email at [Bbradshaw@HGAChrisitanApparel.com](mailto:Bbradshaw@HGAChrisitanApparel.com) . Email should contain contact information as well as reasons for interest and detail of necessary skills and knowledge possessed for successfully accomplishing the stated goal.  This is a non-paid opportunity to accept a professional writing assignment allowing a student to further enhance his/her experiential education. |
| 11.12.13 **Dinger Bats** **is looking for a new logo for their bats that will be featured on TV!!!!**  If you would like the specs to enter a logo and possibly be interviewed as the student designer on ESPN, reply back NOW!!!  Deadline is Dec. 2nd!!!!!  An opportunity you DO NOT want to miss out on!!!  Contact:  Heather M McNeiley, MFA  Director of the Art Program  Assistant Professor of Art  Kentucky Wesleyan College  Ralph Center of Fine Arts, RM 122  3000 Frederica Street  Owensboro, KY 42301  hmcneiley@kwc.edu  Office: 270-852-3608  Cell: 615-379-8014  M-F: 8am-4pm |
| 11.5.13 THIS WOULD BE A GREAT INTERNSHIP! Great news! uHaps Media is NOW HIRING!  If you would like to GET PAID to attend local events and snap photos of people having a great time, please submit a recent photo and any previous related experience to: katherine.h@uhapsmedia.com  Pay starts at $12.50/hr. Must be 21 or older to apply. Digital camera, cell phone, and computer with internet access required. Must have reliable transportation. |
| 11.4.13 **STEM Internships at Oak Ridge National Laboratory (ORNL)**  Research Opportunities at National Laboratories for Undergraduate, Post-Baccalaureates, Graduate Students, and Faculty in Science, Technology, Engineering and Math areas.  Please contact Amanda VanOver at [Amanda.VanOver@orau.org](mailto:Amanda.VanOver@orau.org) for additional questions on the Higher Education Research Experiences (HERE) or Nuclear Engineering Science Laboratory Synthesis Programs (NESLS)  Want to complete a hands-on research project?  Want to gain a competitive advantage?  Want to be mentored by top nationally acclaimed scientists?  Want to use state-of-the-art equipment and facilities  Want to interact with a national community of peers?  **General Information**  Oak Ridge National Laboratory (ORNL) has a long history and interest in providing hands-on research experiences to students at all academic levels. Over the years, these research experience programs have enhanced students' academic curricula and at the same time have helped the Laboratory (1) develop its own workforce and (2) contribute to the national vision for excellence in science, mathematics, engineering, and technology. ORNL is a multi-program science and technology laboratory managed for the U.S. Department (DOE) by UT-Battelle, LLC. Scientists and engineers at ORNL conduct basic and applied research and development to create scientific knowledge and technological solutions that strengthen the nation's leadership in key areas of sciences, engineering, mathematics, and technology. ORNL scientists are also fully supportive of their responsibility to help mentor the next generation of scientists.  **Eligibility**  You must meet the qualifications of all programs if you would like to complete an application. You can find the eligibility requirements on the program postings.  **Selection**  Applicants are selected based on academic achievements, scientific interests, and career goals.  **Stipend**  Participants will receive a stipend based on academic level. Plus some programs provide a housing allowance, and one round trip to and from the lab from your university or home. Certain eligibility requirements will need to be met in order to be eligible for the housing and travel. See information provided on web site.  **Application**  Please visit http://www.orau.org/ornl and click on your academic level to learn more about educational programs at Oak Ridge National Laboratory. Complete your profile in the Talent and Opportunity System (TOppS) system and then apply to one or all of the program postings. Applications must be submitted visa the TOppS system. See the programs web sites for suggested deadline dates. |
| 11.4.13 Pecos League of Professional Baseball Clubs P.O. Box 271489 Houston, TX  Are taking applications for next summer’s internships.  <http://www.pecosleague.com/pecosleague.asp?page=59> |
| 11.4.13. **We are now recruiting for our various volunteers involved with the basketball leagues at the Cliff Hagan Boys & Girls Club**.    Volunteer coaches begin with a coaches meeting in December. It's the orientation for the program and we will hold a blind draw for teams. At that meeting the coaches work with Steve Winkler to schedule practices, and coaches will be given a list of team members. Practices begin after the coaches meeting at either the Mike Horn Unit or the C. Martel Wightman Unit. Games take place every Saturday in January and February at the Mike Horn Unit beginning at 9:00 a.m. and usually all games are finished by 1:00 p.m.    **We need either men or women who would be willing to work with a group of kids. The league age groups are boys & girls ages 6-8, boys & girls ages 9-11 and boys ages 12-14).**    Other volunteer positions **include two cheerleading coaches**. Cheerleaders are girls ages 6-11, and they cheer at one game every weekend. We can use score keepers at every game every Saturday morning. Last but not least, we **need someone to coordinate our Mini Trotters group who are kids ages 4-5 (boys & girls).** The Mini Trotters learn basketball basics and appear at a few high school/college games in the area.    **For those who may be interested in volunteering, please call Melissa Clements, Director of Operations, at the Club.**  **She may be reached at the Club at 685-4903 or via email at** [**mhughes\_chbgc@yahoo.com**](mailto:mhughes_chbgc@yahoo.com) **.**  Kathy Doup  Resource Development Director  Cliff Hagan Boys & Girls Club |
| 11.4.13 President Clinton will host the next meeting of the **Clinton Global Initiative University** (CGI U) at Arizona State University from Friday, March 21 - Sunday, March 23, 2014. This meeting is **free to attend** and will bring together student leaders and innovators from around the world, and we encourage you to share this opportunity with students on your campus. To date, over $400,000 in funding is available for select CGI U 2014 attendees.  In order to apply, **CGI U students are required to develop a Commitment to Action: a new, specific, and measurable plan to address a challenge in one of CGI U’s five focus areas: education, environment and climate change, peace and human rights, poverty alleviation, and public health**. Accepted students will have the opportunity to attend CGI U 2014, where they will hear from experts in the field, develop practical skills, identify potential partners, and formulate concrete plans of action for the months ahead.  To be considered for early acceptance and travel assistance to CGI U, **students must apply online at cgiu.org by Friday, November 22, 2013.** The final application deadline will be Friday, January 17, 2014. For more information, join us online every Wednesday, from 6:00-6:30 PM ET to participate in a virtual information session. You can also visit us at cgiu.org or connect with us through social media. Thank you in advance for helping us spread the word about CGI U 2014!  Sincerely,  Claire McGuinness  CGI University  Email: cgiu@clintonglobalinitiative.org  Phone: 212-710-4492 |
| 10.30.13The Institute on Philanthropy and Voluntary Service has been training college students to be leaders in their community for over 15 years and is now accepting applications for this summer’s program!  This fast-paced eight week academic internship program will allow students from around the world to dive head first into the nonprofit sector while they live, learn, and intern in Washington, DC. IPVS is the ideal program for students ready to learn the practical, philosophical, and ethical components of leadership in the nonprofit sector.  Apply by the priority deadline of December 9 to receive a 5% tuition discount.  We award close to one million dollarsin scholarship funding annually and preference is given to nominated students.  More information on our program may be found at [www.DCinternships.org/IPVS](http://www.DCinternships.org/IPVS) . If you have any questions, I may be reached at [admissions@tfas.org](mailto:admissions@tfas.org) or 202.986.0384.  Sincerely,  Mary Stankus  Director, Recruitment and Admissions  U.S. Programs  The Fund for American Studies |
| 10.30.13  We are now accepting applications for the Summer 2014 LIVE. LEARN. INTERN. programs in Washington, DC.  Students can earn up to 9 credits and are guaranteed an internship in their area of interest. Please encourage students to apply for the early application deadline of December 9 to receive priority scholarship consideration and a 5% tuition discount.  We award close to one million dollars in scholarship funding annually and preference is given to nominated students.  More information on our programs may be found at [www.DCinternships.org](http://www.DCinternships.org) . If you have any questions, I may be reached at [admissions@tfas.org](mailto:admissions@tfas.org) or 202.986.0384.  Mary Stankus  Director, Recruitment and Admissions  U.S. Programs  The Fund for American Studies |
| 10.28.13 **Owensboro Convention Center** is accepting applications for internships  Thank you for your interest in the Comcast-Spectacor Internship Program. If your ultimate ambition is a career in the sports and entertainment industry, this program is an excellent first step. The internship is the cornerstone of a student’s professional preparation. It allows a student to apply classroom theories, concepts and prior experience in a practical, professional setting  Visit Our Employment Opportunities Website:  <http://comcast-spectacor.teamworkonline.com/teamwork/jobs/>  and click the “Internships” tab at the bottom.  KWC Career Development has all of the intern forms for your convenience. |
| 10.28.13 If you any students who are wanting to get their feet wet with graphic design, marketing, or web development; we would love to consider doing an internship with them. Which could possibly lead to them being hired on.  Thank you so much for your time.  [-nick@vecreative.net](mailto:-nick@vecreative.net)  Nick Knapp  Business Development | VE Creative  vecreative.net | 270.316.5987 |
| **The Public Service Fellows Program at the Partnership for Public Service is an opportunity for undergraduate** students, graduate students and recent graduates to participate directly in transforming the way government works while developing valuable professional skills.  At the Partnership, fellows are integral to the day-to-day operations, programs and activities of our organization. We value the contributions of fellows and work to provide relevant and useful experiences in return. That’s why fellows are assigned substantive and meaningful work to support our wide variety of programs, events, and projects to help revitalize the federal government by focusing on the people working in it. Fellows’ duties vary across the Partnership’s internal teams, but often include event planning and execution, conducting research, writing and preparing correspondence, and conducting outreach to external partners, such as government agencies and colleges and universities.  True to the Partnership’s emphasis on people, the fellows program incorporates opportunities for professional and personal growth through workshops and trainings specifically geared toward students and young professionals. We also strive to ensure a quality experience in terms of work and personal relationships throughout the fellowship term**. Fellows also receive the following stipends**:  • Full time fellows with an undergraduate or graduate degree will receive a $1000 per month stipend.  • Full time fellows who are currently undergraduate students will receive an $800 per month stipend.  • Part time fellow stipends will be pro-rated accordingly.  **WHO SHOULD APPLY**  We seek extraordinary undergraduate students, graduate students and recent graduates with:  • A commitment to public service  • Strong written and oral communication  • Analytical thinking  • An ability to work well in teams  There is no single academic major or background we prefer over another—if you share our passion and are committed to developing your skills while gaining valuable experience, we want to hear from you!  The application for the Spring 2014 term closes on November, 1. Apply today!      JOIN US |
| **Science Scholarships and Fellowships**  The UNCF\*Merck Science Initiative is an innovative approach that creates opportunities in the biological, chemical and engineering sciences for **African American students** throughout the country.  **UNDERGRADUATE**  Science Research Scholarships  •Scholarships up to $25,000  •Internship opportunities  •Mentoring and networking opportunities  •Eligibility: College juniors, science or engineering majors, 3.3 GPA  **GRADUATE**  Science Research Dissertation Fellowships  •Fellowships up to $53,500  •Mentoring and networking opportunities  •Eligibility: Ph.D. or equivalent degree candidates engaged in dissertation research in the biological, chemical or engineering fields  **POSTDOCTORAL**  Science Research Fellowships  • Fellowships up to $92,000  • Mentoring and networking opportunities  • Eligibility: Ph.D. or equivalent degree recipients in the biological, chemical or engineering fields  **APPLY ON-LINE**  <http://uncf.org/umsi>  **Submit by December 5, 2013**  T 202 810 0331  F 202 234 0225  E [uncfmerck@uncf.org](mailto:uncfmerck@uncf.org)  **UNCF**  Science Education Initiative  1805 7th St NW  Washington, DC 20001 |
| 10.24.13 **Roger Dean Stadium is hiring!**  **(Spring Training home to the St. Louis Cardinals and Miami Marlins as well as the Jupiter Hammerheads and Palm Beach Cardinals minor league teams.)**  2014 **Paid Internship Opportunities:** <http://rogerdeanstadium.com/contact/2014-internships/>  • Group Sales Intern  • Ticket Office Intern  • Press Box Intern  • Event Services Intern  • Minor League Intern  • Merchandising Intern  • Grounds Crew Intern  Thank you!  Lisa Fegley  Assistant General Manager - Roger Dean Stadium  General Manager - Palm Beach Cardinals  4751 Main Street, Jupiter, Florida 33458  Direct: (561) 799-1389 / Fax: (561) 691-6886  Website: www.RogerDeanStadium.com  Email: [L.Fegley@rogerdeanstadium.com](mailto:L.Fegley@rogerdeanstadium.com) |
| 10.23.13 **A three-month internship in the state Department of Revenue's Bowling Green office** will be offered beginning in mid-January and running through mid-April. The paid internship provides a $**2,500 stipend** and is open to applicants who are juniors or seniors. The internship requires a 30-hour workweek. Students interested in this opportunity may contact Richard Wilson at [Rwilson40601@yahoo.com](mailto:Rwilson40601@yahoo.com) . **Deadline for applications is Friday Nov. 8.** |
| 2014 Tournament Operations Internship  2014 Marketing and Administrative Internship  2014 Video Productions Internship  **The Hurricane Junior Golf Tour** is a National Junior Golf Tour and was founded with the intention of providing junior golfers between the ages of 11-18 an opportunity to play exceptional courses in a competitive environment. Our vision is to provide superb hospitality and make every event a memorable one. Over the past six seasons the tour has grown at exponential proportions and has become one of the premier choices when it comes to junior golf in the country. Since being founded in 2007 the tour has grown from 300 members and 25 events to more than 2,400 members and 120 events in the 2013 season. In 2014 the HJGT will be expanding to 5 new states. With this expansion, the tour has also been fortunate enough to embody many characteristics not normally seen in the junior golf industry including large corporate sponsorship deals, top tier golf course selection, influential stake in the golfing community, and an excellent experience for its Players. Embedded within the tour are four distinct age divisions: Boys 15-18 Boys 11-14, Girls 15-18 and Girls 11-14.  The Hurricane Junior Golf Tour offers a well-rounded internship for ambitious individuals looking at developing a wide variety of business skills. No other internship will better prepare you for a career in the business and tournament world. The HJGT has 2 internships available, which are listed below in detail. Please read the descriptions carefully and when you apply please specify which internship you would like to apply for:  For details email [mcambron@kwc.edu](mailto:mcambron@kwc.edu) or go to hjgt.org . Too much info to post. |
| 10.17.13 Internship in grief counseling at Glenn Funeral Home. Contact:  Betty Medley Continuing Care Coordinator  Family Service Counselor  Glenn Funeral Home  900 Old Hartford Road  Owensboro, KY 42301  270-683-1505  [bmedley@glennfuneralhome.com](mailto:bmedley@glennfuneralhome.com) |
| 10.14.13 **repost**: Need volunteers for a tutoring program that the DCPS/Baptist McLean Baptist mission on Lancaster Street from 2:40-5:00. We would like to work with your Education Majors, math majors and other groups who may need service hours or would like to volunteer. Contact:  Donna Lanham or Vicki Riley  [donna.lanham@daviess.kyschools.us](mailto:donna.lanham@daviess.kyschools.us) [vicki.riley@daviess.kyschools.us](mailto:vicki.riley@daviess.kyschools.us)  Title I Liaison Elementary Director  Daviess County Public Schools Daviess County Public Schools |
| 10.10.13 The **Indianapolis Indians** are currently accepting applications of qualified candidates interested in pursuing a career in sports.  Each year the Indians look to fill 12 **full time internships** in 4 different departments.  This internship program is a great experience for anyone passionate about working in the sports industry.  The Indians provide monthly compensation along with complimentary housing for all interns.  Please feel free to pass this email along to any students past or present currently looking for internships.   Below is a link that will direct those interested to these opportunities.  Please let me know if you have any questions regarding the program.  [Indianapolis Indians employment](http://internationalleague.teamworkonline.com/teamwork/jobs/jobskey.cfm?s=Indianapolis) |
| 9.25.13 Jeff Blackstone, owner, Mama’s Table, 7046 Hwy 56 in Sorgho. Is looking for a Communications, Business, Marketing or CIS student to help with promoting his restaurant through social media. This is an unpaid internship, but with potential to make commission in booking parties or events through the Holiday season.  This also could be combined with a server or kitchen position, which would be between Thursday 4-8pm; Friday 11am-9pm; Saturday 8am-9pm and Sunday 8am-2pm. **To apply** pick up an application during the above hours at the restaurant or **optimally** from 2-4PM on Thursday, Friday or Saturday. |
| 9.24.13 City Hall is in need of a volunteer(s) or intern(s), to place in Administration on 4th floor to perform receptionist/clerical duties for the City Manager and Mayoral offices, and to assist other departments as needed. This will be an unpaid position.  Please let me know as soon as possible if you have students who would fit this need. For volunteers and/or interns, there is paperwork that will need to be filled out for background screening prior to placement.  Elaine Timmel  City of Owensboro  Personnel Secretary; Rm. 221  (270) 687-8540; Toll free (888) 616-8540  Fax: (270) 687-8548  timmelme@owensboro.org |
| 9.10.13 Local entrepreneur needs intern with the following skills to work with unique business:    1. To possibly help coordinate and work on my two websites.  2. To help edit any papers I may have to type out.  3. to accompany me on my tours to help where it may seem fit.  4. Help me send out mass emails to schools, businesses, and other connections I may have.  5. Help me out in marking better than I already do.  6. Help me out with any ideas with my business.  7. To go with me on errands to run.  8. Also to help me have more fun than I already do!!!  9. p.s. yup you do have to go into the occasional haunted house ha ha!!!  [www.abe-lincoln-live.com](http://www.abe-lincoln-live.com)  [www.hauntsofowensboro.com](http://www.hauntsofowensboro.com)  contact David Wolfe  [dwolfe3@roadrunner.com](mailto:dwolfe3@roadrunner.com) |
| 9.9.13  AIKCU will be offering the paid internships again during the Spring 2014 semester and that we will be taking applications through Oct. 25 for the intern class.    Opportunity to come to Frankfort for 12 weeks beginning in mid-January and share in an experience that more than 100 interns have found extremely valuable in planning their futures. AIKCU interns have worked in the legislative arena directly for legislators — responding to constituent inquiries, assisting in the crafting and passage of legislation, tracking bills, and performing other duties integral to the legislative process — as well as for lobbying firms, associations, and in a variety of state agencies.  The website is <http://www.aikcu.org/frankfortsemesterinternships/> . If you have any questions about this program, please do not hesitate to contact me at [Rjour40601@yahoo.com](mailto:Rjour40601@yahoo.com) . |
| 9.9.13 Logsdon Community Center & Field House internship: need someone who would like experience in:   * Basic office skills * Seeing the ins/outs of operating a "Community Center" that is open to the public and to non-profits both * Learning about/communicating with various non-profits in the area plus our internal non-profits here at the LCC * Helping to brainstorm/schedule/plan a Leadership Retreat plus 14-15 months worth of educational workshops for the non-profit community * Help prepare for and assist at the monthly Community Coffee meetings and help expand/plan/prepare for our new lunch meeting   If interested, please contact:  --  Dawn Phillips  Coordinator  Logsdon Community Center & Field House  Office: 270-852-6529 or Cell: 270-929-1980  [dphillips@audubon-area.com](mailto:dphillips@audubon-area.com)    Helping People. Changing Lives. Building Communities. |
| . 9.3.13 **This month Aubrey's Song Foundation** is really getting rolling on planning our 6th Annual Circle of Friends Dinner and Silent Auction. This is our biggest annual fundraiser. We had about 200 guests last year and hope to continue to grow the event this year. It will be Nov. 7th at The Hines Center. I wanted to see if you thought you might have a **student interested in helping plan and coordinate this event?** We have had the same event coordinator for the past couple of years and she is available to help teach and guide someone new.  Is this something you would be interested in ? Please let me know I can provide additional details, if you would like speak on the phone or meet in person.  Thank you,  Seth Stiff  President  Aubrey's Song Foundation  Seth@AubreysSong.org  P.O. Box 184  Philpot, KY 42366-0184  P: 270-852-6514  F: 270-683-9771 |
| 8.30.13 I need some volunteers for a tutoring program that the DCPS/Baptist McLean Baptist mission is beginning Sept. 9 at 2:40-5:00. We would like to work with your Education Majors, math majors and other groups who may need service hours or would like to volunteer. Contact:  Donna Lanham  [donna.lanham@daviess.kyschools.us](mailto:donna.lanham@daviess.kyschools.us)  Title I Liaison  Daviess County Public Schools  Owensboro, KY 42301 |
| 8.29.13 **Promiseland Metro Church Multimedia Intern**  **Responsibilities:**  • Setup and operation of A/V equipment  • Translate content into multimedia formats  • Research, evaluate, and recommend electronic equipment for purchase  • Train volunteers  • Maintain A/V systems  • Update and manage website content weekly  • Create new content for website  **Requirements:**  • Knowledge of video production and editing  • Willingness to learn about streaming media  • Knowledge of web creation applications and software  • Ability to effectively run Microsoft Office Suite and Mac OS  • Skill with digital editing programs  • Must value excellence in presentation  • Attention to detail  Adam Kees  Director  Arise Worship Internship [ariseinternship@gmail.com](mailto:ariseinternship@gmail.com)  615-669-6389 |
| 8.29.13 **Arise Worship Internship Social Media Intern**  **Responsibilities:**  • Social media management and implementation (Facebook, Twitter, etc.)  • Day-to-day management of social media accounts  • Manage and implement SEO strategy  • Analyze and report on effectiveness of social media campaigns  • Encourage others to engage in our social media to multiply effectiveness  • Research social media trends  • Create training materials for other volunteers  **Requirements:**  • Knowledge and understanding of all things social  • Excellent written and verbal communication skills  • Ability to critically analyze data  • Strong organizational skills  • Creative thinker  • Self-motivated and driven  • Willingness to learn  Adam Kees  Director  Arise Worship Internship [ariseinternship@gmail.com](mailto:ariseinternship@gmail.com)  615-669-6389 |
| 8.29.13 **Arise Worship Internship Fund-Raising Coordinator**  Responsibilities:  • Planning and implementation of new fund-raising and development programs  • Contacting potential and confirmed donors  • Research and compile data on development ideas  • Create ways to increase donor recognition  • Create and maintain database of potential and confirmed donors  Requirements:  • Excellent written and verbal communication  • Superior phone skills  • Willing to make calls to donors and/or meet them in person  • Attention to detail  • Willingness to learn  • Professional  • Creative  Adam Kees  Director  Arise Worship Internship [ariseinternship@gmail.com](mailto:ariseinternship@gmail.com)  615-669-6389 |
| 8.20.2013 **Volunteer Assistant Baseball Coach Kentucky Wesleyan College** is an NCAA Division II program that will begin competition in the Great Midwest Athletic Conference in 2013-2014. KWC is currently seeking applicants for the volunteer position of Volunteer Assistant Baseball Coach. This is an unpaid, non-employment position. The Volunteer Assistant Baseball Coach may be asked to coach games and practices, recruit potential student athletes, and assist the Head Coach. Applicants should have previous coaching experience. To be considered for this volunteer position, please submit a cover letter, a resume, and the names and contact information for three references to Linda Keller at [lkeller@kwc.edu](mailto:lkeller@kwc.edu) or mail to Kentucky Wesleyan College, Linda Keller/HR, 3000 Frederica Street, Owensboro KY 42301. |
| 8.19.13 **New Beginnings Sexual Assault Support Services** (<http://www.nbowensboro.org/>)  **needs Crisis Intervention Volunteers for our Non-Profit Organization.**  You can be the source of strength for a sexual assault victim in need.  New Beginnings is in search of volunteers to do a range of duties to assist both the victime and the organization.  Ne experience needed.  We will provide all training needed to indivisuals who want to make a difference in people's lives.  Volunteers must be at least 20 years of age and complete the required 40 hours of training.            Classes starting soon:          The next series of advocate training classes will be held at the Henderson, KY office and will be held on the following Tuesdays from 6:00 - 9:00pm on Sept. 3, 10, 17, 24, and Oct 1.          Please let me know if you are available plan on attending this training, wish to stay on our contact list or are no longer interested.   * New Beginnings offers confidential crisis and long-term therapy services to sexual assault survivors of all ages, as well as their family and friends. * All services are provided free of charge. * We are based in Owensboro, Kentucky, with offices in Owensboro and Henderson serving Daviess, Hancock, Henderson, McLean, Ohio, Union and Webster counties in Kentucky.   I am writing on behalf of Ms. Terri Crowe, Advocacy Coordinator and am checking to see if you, your students and/or co-workers are interested in volunteering with our Agency.  If you have any questions feel free to reply via email or contact Terri directly by calling the office at (270) 926-7278 or via email at:  [terri.nbowensboro@gmail.com](mailto:terri.nbowensboro@gmail.com) |
| **8.12.13 Hospice of Western KY needs help with our website**. Was wondering if you would have web design students of whom one might want to do an internship here for the experience, working directly with our IT guy to develop/improve our website? Contact  Edna Duggins [eduggins@hospiceofwky.org](mailto:eduggins@hospiceofwky.org) |
| **8.12.13** With the fall semester starting soon, we are looking for any students interested in **helping out** with getting our services at Promiseland Metro Church **live streaming on the internet**. We need media people. Anybody meeting one, or a combination, of these things would be greatly utilized:  **-ability to set up infrastructure for television broadcasting**  **-ability to set up and oversee live internet streaming...making sure that audio and visual content is of consistently high quality**  **-sound technicians for mixing board...ability to train others in this area**  **-someone to create and train others to use lighting effects**  **If interested contact: Adam Kees Worship Pastor**  **Promiseland Metro Church 270-925-9719**  [**ariseinternship@gmail.com**](mailto:ariseinternship@gmail.com) |
| **Multiple Internship Opportunities with the City of Owensboro**   * Mayor’s office Customer Service and Call taker/ (gets great overview of city gov. and works with several departments) * Finance * Public Safety/ OPD / Dispatch * Engineering * Public Works * Transit – Data entry * GIS/mapping * Event Planning/Coordination * Legal * Communications * Audio Video * Purchasing/Procurement * Emergency Management/Crisis Management * Parks and Recreation/ Ice Rink/ Dugan Best/ SportsCenter/ Facility management/ * Public Events Coordinator * Project Management   Contact Elaine Timmel for more information.  Elaine Timmel                          City of Owensboro                          Personnel Secretary; Rm. 221                          (270) 687-8540; Toll free (888) 616-8540                          Fax: (270) 687-8548  [timmelme@owensboro.org](mailto:timmelme@owensboro.org)  Interning with the City of Owensboro will definitely look good on your resume, not to mention, might lead to employment during the summers and after college. |
| 8.8.13 Job Opportunity for proficient graphic designer:  PORTFOLIO MANDATORY!  **Part-time Co-Op available**, $11-$12hr. No freelance. Work during business hours. Will work around classes. Schedule worked out in the interview.  Proficient in Adobe Photoshop and InDesign.  Type of work is sales materials:  \*flyers  \*brochures  \*pamphlets  \*other sales materials  Research website: <http://www.mphindustries.com/>  If interested, contact Todd Petzold, Human Resource Manager at MPD.  Petzold, Todd [TIPetzold@mpdinc.com](mailto:TIPetzold@mpdinc.com) |
| 8.7.13  **Jason Tanner Design (home of Owensboro Parent magazine) is looking for graphic design and marketing interns!** We are searching for graphic design and marketing interns. A stellar portfolio in electronic format is preferred for graphic design positions. Marketing, sales, social media, and/or journalism experience would be great for the marketing positions. This would be a great experience for graphic design, business, marketing, english, or communication majors. **Send portfolio and resume to** [jasontannerdesign@gmail.com](mailto:jasontannerdesign@gmail.com) |
| 7.30.13 Intern Opportunity at CSF Washington DC Rolling enrollment  Since 1989 the Congressional Sportsmen's Foundation (CSF) has maintained a singleness of purpose that has guided the organization to become the most respected and trusted sportsmen's organization in the political arena. CSF's mission is to work with Congress, governors, and state legislatures to protect and advance hunting, recreational fishing and shooting and trapping. The unique and collective force of the Congressional Sportsmen's Caucus (CSC), the Governors Sportsmen's Caucus (GSC) and the National Assembly of Sportsmen's Caucuses (NASC), working closely with CSF, and with the support of major hunting, recreational fishing and shooting, and trapping organizations, serves as an unprecedented network of pro-sportsmen elected officials that advance the agenda of America's hunters and anglers.  The Event and Development intern will have opportunity to learn the importance of event planning and development in the hunting, fishing and conservation nonprofit arena. **DUTIES:** Support the needs of the Event and Development team, including assisting with event preparation and breakdown. Additional responsibilities will depend upon the ability and interest of each intern and the needs of CSF. Maintaining the highest level of professionalism while interacting regularly with CSF staff, elected officials and supporters of the Foundation is vitally important. **POSITION:** This is a volunteer internship with a monthly stipend of $750.00 with a potential increase not to exceed $1,000.00. **QUALIFICATIONS:**  1. Undergraduate or graduate student with an interest in event planning and development; 2. Available to work on a committed weekly schedule, preferably 40 hours/week for a minimum of three months, but will also consider a part time position; 3. Ability to organize, set priorities, and work under pressure while paying attention to detail; 4. Strong computer skills; 5. Good disposition, hard working, creative, with an interest in taking on a variety of tasks; and 6. Commitment to the goals and methods of the Congressional Sportsmen's Foundation. An interest in hunting, fishing, and outdoor recreation is encouraged. **LOCATION:** Washington, DC **TO APPLY:** E-mail your cover letter, resume, transcript, and three references to Ms. PJ Carleton, Director of Events and Donor Relations at [pj@sportsmenslink.org](mailto:pj@sportsmenslink.org).  **APPLICATION DEADLINE:** Rolling deadline with summer, fall and spring positions available. - See more at: <http://www.sportsmenslink.org/about/employment/event-and-development-internship-program#sthash.TTCG1HmU.dpuf> |
| **7.26.13. This month Aubrey's Song Foundation is really getting rolling on planning our 6th Annual Circle of Friends Dinner and Silent Auction.** This is our biggest annual fundraiser. We had about 200 guests last year and hope to continue to grow the event this year. It will be Nov. 7th at The Hines Center. I wanted to see if you thought you might have a student interested in helping plan and coordinate this event? We have had the same event coordinator for the past couple of years and she is available to help teach and guide someone new.  **Is this something you would be interested in ? Please let me know I can provide additional details, if you would like speak on the phone or meet in person.**  **Thank you,**  **Seth Stiff**  **President**  **Aubrey's Song Foundation**  **Seth@AubreysSong.org**  **P.O. Box 184**  **Philpot, KY 42366-0184**  **P: 270-852-6514**  **F: 270-683-9771** |
| **7.26.13 Alma Randolph Charitable Foundation.** We will be having our 20th Anniversary Dinner at The Hines Center on Tuesday, September 24th at 6:00pm. The foundation is in **need of 25 volunteers** to help the night **of the event to serve guests in various capacities; serving hors d'oeuvres in the lobby and in the banquet room. The required attire would be white shirts and black pants. The students would be needed from 5:00pm until 8:30pm** and would be under the direction of the Moon Lite staff.    **If you would like to volunteer, contact:**    **Chuck Morgan**  **Treasurer**  **Alma Randolph Charitable Foundation**  [**chuck216d@bellsouth.net**](mailto:chuck216d@bellsouth.net) |
| **International Bluegrass Museum Internships:**  There are currently two internships open. These are for college students or recent college graduates only. For more information, call Catherine Hayden, Registrar or Forrest Roberts , Curator at 270-926-7891. |
| **City of Owensboro** anticipates could have **unpaid internship and/or Volunteer possibilities** in the following areas:  -Receptionist  -Office (general computer skills)  -9-1-1 Dispatch (calltaking… nothing that requires certification, but leading up to that possibly)  -Geographic Information Systems (data entry; can be trained)  -Public Events (assisting with coordination/clerical/etc… just whatever is needed)  -General Labor/Maintenance  - Possibly assisting with higher skilled maintenance areas  Thank you!  Contact:  Danielle Woodward  Personnel Director  woodwardld@Owensboro.org |