**1.18.17 ROMP now taking applications for festival volunteers June 21-24**

**Please find listed below specific details about volunteering opportunities with ROMP Fest. Scheduling will begin in March, and requests are on a first-come-first-serve basis for shifts and times.**

**Requirements:**

•Complete three 4-hour shifts over multiple days, must include one evening shift

•Submit a $5 non-refundable processing fee to secure your position on the team

•Bring a positive attitude

•Be on time for your shifts

•Adhere to our zero-tolerance policy while you are volunteering and representing ROMP Fest

•Help encourage festival attendees to keep the park clean

**Benefits:**

**•One 4-day festival pass with tent camping**

**•An opportunity to be a part of an incredible festival experience with thousands of your closest friends!**

**\*\*Upon acceptance, volunteers will be REQUIRED to pay a $5 non-refundable deposit.\*\***

**Please complete the form below to register as a ROMP volunteer. You will be notified via email if you are chosen.**

**Volunteers may be subject to a background check.**

[**http://www.rompfest.com/volunteer**](http://www.rompfest.com/volunteer)

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**1.5.17**

***Summer Research Experiences for Undergrads (REU)***

The **Chicago Botanic Garden welcomes undergraduates\* interested in plant biology and conservation** to apply to our REU program, funded by the National Science Foundation. This 10 week internship program, offered from June - August 2017, provides undergraduate participants an opportunity to explore a diverse array of scientific fields related to plant biology and conservation spanning genetic to ecosystem levels of inquiry. Interns work with a mentor to conduct an independent research project, participate in training and professional development programs, and present their results to a broad audience. Travel, room and board, and research costs are covered by the program. Participants also receive a $5,000 stipend. **Application deadline is February 1, 2017.** For more information, please visit our website at:<http://www.cbgreu.org/>.

*\*You must be a current undergraduate student (enrolled spring and fall 2017) and a citizen or permanent resident of the United States or its territories to qualify for this internship.*

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**12.30.16**

**Interested in a career in river ecology? Get started with a RiverWatch internship!**

**Minimum Requirements**

* Must be a college student
* Must work in Alton, IL from May 23 - Aug. 1, 2017 (housing may be available)
* GPA 3.25 or higher

**Project Details**

* $4,000 gross pay for 10 weeks
* Must attend intern short course from May 23-26 in Alton
* Must assist RiverWatch coordinator in developing freshwater mussel training materials and help conduct new volunteer mussel monitoring workshops
* Must evaluate the effectiveness of mussel training materials and present findings at Intern Symposium July 31 - Aug 1

**Application**

* Due January 18th
* **Apply at**[**http://www.ngrrec.org/internship**](http://r20.rs6.net/tn.jsp?f=0019z1w_6Dy-SwzM0GMo1aWt6Rra8pH5xFq8eiE3LkJztnm7Zif-dD5lClCE8j5JhCZzN3iUlKwwq3ogj-fU2Z0JNrOUlHZK1gxPlWZoH9WM0eUToczQqg_uf516ec35HodUjsiGk_q2ZuhFjbBPKgiXujSb3-odkL0YvXG1alcSEUUkGg5DZ24Xw==&c=OomSkYBHjxhkI9NgmTlW2VxX6Al3wWKar14twbRhzf4wkH6iyPHkqg==&ch=ZIbA5lsB5Bk5XXMbseCyxFftEVmOQlu4YJXmegP1YMtxITl3NJVySw==)
* Note in the application that you are interested in the RiverWatch Freshwater Mussel project

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**11.28.16**

Rice N Ribbon Bridal Shop 415 Main Street Rockport is looking for a **part time employee or intern** during spring semester. Person would be doing marketing, sales, social media and other tasks as assigned. If interested, contact Ms. Ina Rice, owner, by phone or email 1-812-499-0110 or [ricenribbon@gmail.com](mailto:ricenribbon@gmail.com)

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11.11.16 \_Rex Robinson's Visual Art Center is new and is looking for a volunteer/intern to assist in his art gallery. Someone who could market through social media, who could provide good customer service, help in the gallery, organization and even setting up the business. This could be a business, art, communications major (or other) who would like to get experience with an entrepreneurial artist. Email Rex at [robinsonstudio@yahoo.com](mailto:robinsonstudio@yahoo.com)

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11.4.16 Need volunteers tonight and tomorrow! Contact Connor Goodwin if you can assist!

[connorgo@kwc.edu](mailto:connorgo@kwc.edu)

This weekend, November 4-5, Owensboro Community and Technical College is hosting its home speech and debate tournament. As a fantastic opportunity to allow students to develop their communication skills through the events and debate offered by KFA (Kentucky Forensics Association), it's very important that we have judges to be able to offer critique and feedback to the competitors from the various school. I wanted to ask if it was possible to send an en mass email to the college students and staff for this volunteer opportunity, with my contact info included to hopefully find some judges for the tournament.

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11.4.16 Escape Game Marketing is looking for an intern. Can start as soon as you would like, the sooner the better.

1) Social Media Experience - Twitter, Facebook, Instagram, Yelp, E.T.C.

2) Able to answer calls and schedule booking appointments.

3) Great Customer Service

4) Our hours are 3:30 PM - 9 PM Monday through Thursday, 3:30 PM - 10 Friday, 10 AM through 10 PM Saturday, and 12 Noon through 9 PM Sunday.

5) Must also be dependable and willing to learn.

We are a startup business and I have 8 years experience in Marketing from both WaxWorks and the two businesses I've owned. We believe this would be a great experience for someone willing to learn since this will be a total reworking of a unique concept business. There are no rules for Escape Game Marketing and we want to explore every avenue.

Send your resume and introduction to: David Haynes [dhaynes@murraystate.edu](mailto:dhaynes@murraystate.edu)

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11.2.16

I wanted to reach out to you in regards to an opening that we have in our Credit Department.  Please see the job description attached. This is for a part time position that could also count towards an internship for education requirements. We have not posted this position on-line, so I ask that any students who would be interested send their resume into me directly.

We are specifically looking for **business students given the nature of the work we do in the credit department.  It would be helpful if they were late sophomore or later class status based on the level of accounting / financial statement review is involved.**

**Courtney Weldon**   
***Human Resources Assistant***  
First Security Bank   
313 Frederica St.   
Owensboro, KY 42301   
Phone: 270.663.4734   
Fax: 270.683.3578   
[**cweldon@FirstSecurity.net**](mailto:cweldon@FirstSecurity.net)[**www.FirstSecurity.net**](http://www.firstsecurity.net/)

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10.28.16 I run a sports performance program called Edge Elite which is located in the old Sports Warehouse building on Sutherland Road (associated with EdgeFit Gym and Edge Body Boot Camp). Currently we have many single session athletes that we are training as well as a softball and basketball team from Catholic High. I was wondering if you had anyone in the fitness or wellness field, I was a Kinesiology major myself, that would be interested in interning with us

Absolutely, what we are is a sports performance program. We focus on athletic movements, speed, power, vertical, and agility. We like develop programs that are customized to fit the athletes needs and specific sport. We have had interns before and their role was to have a hands- on experience by working individually with athletes and to develop a program with the help of either myself or another trainer involved with us. We usually start them off slowly and gradually give them more responsibilities. We do team training as well as individual training. We also do some school visits around local schools to talk to kids about the importance of exercise and eating properly. Thank you so much for your time and i look forward to hearing back from you.

Andy Shively

Director Of Sports Performance

Edge Elite   
  
 -Andy Shively

(270) 314-1859

Shively, Andrew K [andrew.shively@uky.edu](mailto:andrew.shively@uky.edu)

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10.25.16

My name is Jake Pershing and I own a local independent marketing firm called **Pershing Marketing Inc**, here in Owensboro. We specialize in direct marketing and sales for mainly technological companies and consumer electronics and services.

I'm currently looking for two to three driven business-minded full-time employees and one to two part time intern for the coming season. All positions are paid and with opportunities for advancements and bonuses beginning Nov 7th with flexible schedules for 20-40 hours weekly. We are willing to work around school schedules within limits through the management training program.

Job description

Candidates interested should be competitive, goal-oriented, and motivated by success as they will be responsible for learning and executing the day-to-day operations of running successful business campaigns, and how to manage and maintain the relationships with our fortune-500 clients and account holders, as they progress through the management training program.

Requirement

1. Some experience in marketing, sales, management would be preferable but not required.

2. Bilingual students are encouraged.

3. Hard working and willing to learn.

We will be taking applications online via our website: pershingmarketinginc.com. We will be calling potential candidates in for face to face interviews.

If you have any questions, reach me, at 270\_454\_9746 or via email [jakepershing1985@gmail.com](mailto:jakepershing1985@gmail.com)

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10.21.16

I have a few **internship opportunities** open **for later this semester and the spring.** I was hoping you could spread the word to the students (**Marketing, Business, Graphic Design/Video, and Communications majors** are ideal). **The Events Internship is here in Dayton, but the others allow students to work remotely.** Students can find more information at: <http://www.wgi.org/contents/Internships.html>.

Thanks!

Crystal Fishburn Walker ‘11

**Crystal Walker**

Marketing Manager

WGI Sport of the Arts  |  2405 Cross Pointe Drive, Dayton, OH  45342  |  937.247.5919  | 937.247.9212 fax

cid:AA26F522-C98B-41BD-BF93-49FA328CB3F4

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10.21.16

Great volunteer op for you students!!!

We need homework coordinators at Burns and Sorgho elementary school after school tutoring programs on Exploration Station.

Burns meets at Town Square Court on Tuesdays; Sorgho near Dugan Best Park on Wednesdays beginning in November.

Thanks!!!

Vicki L. Quisenberry, Executive Director

(270) 231-5583

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

LIKE us on [Facebook](http://www.facebook.com/foundationfordcps)

FOLLOW us on Twitter @FDCPS

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10.20.16 **Frankfort Paid Internships Spring 2017** Application deadline extended to October 28

**IMPORTANT ANNOUNCEMENT**:  We have extended the application deadline for the Frankfort Internship Program through **Friday, October 28**.  This longstanding spring semester internship program places rising students in paid state government positions in a variety of disciplines.  In total, 9 positions are currently unfilled, providing a great opportunity for your interested students to experience real life work environments in Frankfort.

For additional info, please find attached a letter from Richard Wilson, AIKCU Intern Coordinator, detailing the long-standing program and an Internship flyer.

The student application may be found here:   <https://aikcu.wufoo.com/forms/z1sojvvi12ocilc>/

**Please give this your immediate attention and don’t let this opportunity slip away for your students!**

Please contact any of us here at AIKCU if you have questions or need further information.

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

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10.20.16

**Convention Center needing volunteers**  Are there any groups on campus (campus ministries, sororities/fraternities, etc.) that you think may need service hours, and would be interested in volunteering at the merchandise area for the **for King & Country concert** at the **convention center this Saturday?**

We have two shifts - 10am-5:30pm (2 people needed) and 5:30-11:30pm (at least 4 people needed).  The two for the early shift will get off in time to enjoy the concert, and they can get in for free.  The later shift will be working out in the lobby during the concert, but they should get some breaks when they aren't busy to be able to watch parts if they would like.

Email Kate Douglas [kate.douglas874@gmail.com](mailto:kate.douglas874@gmail.com)

If interested, please contact our front desk at 270-687-8800.

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**10.11.16 OZ Tyler Distillery is looking to fill a paid part time or intern position. Looking for go-getter, self-motivated, solid work ethic, good communication skills and basic accounting skills.** Will involve office duties, inventory, some accounting and any other task that is ask of you. 20-40 hrs/week; will work around your class schedule. Recent graduates welcome to apply. Has potential to work into FT for the right person.

Apply by going to <https://oztylerdistillery.com/contact-us/> fill out information and upload your resume and apply; or email resume to [will.meyers@terressentia.com](mailto:will.meyers@terressentia.com) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

9.30.16 **Owensboro Health is currently seeking an intern for their Human Resource** (HR) department to perform a variety of tasks. This is an excellent opportunity to gain hands-on experience in human resources within an healthcare setting.

Responsibilities may include assisting with:

• open enrollment,

• review of applications,

• new employee orientation,

• point of entry customer service,

• and more.

Individuals in this role will gain exposure to Human Resource Information Systems (HRIS), confidential information, HR law and much more.

**Just for your information when speaking with students… We have six current staff members in our department who began as an intern while in college. This just goes to show how valuable of an opportunity this can be if someone comes willing to learn and demonstrates a positive attitude and work ethic. However, there is not promise of employment at the conclusion of the internship.**

Please let me know if you need any additional information or would like something more formal.

Thank you,

Daniel Blandford

Employment Supervisor

Owensboro Health

Phone: (270) 685-7722 Internal ext. 27722

Fax: (270) 685-7742

E-mail: [Daniel.Blandford@OwensboroHealth.org](mailto:Daniel.Blandford@OwensboroHealth.org)

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9.27.16 Dynamic Directions has an immediate opening for an outgoing paid intern with great communication skills. This position offers 10 flexible hours per week performing entry level administrative office duties. Must effectively perform duties with little supervision and be proficient with Microsoft Office applications most importantly Excel. No experience is necessary.

*To join our team submit resume to:*

*Dynamic Directions*

*C/O Yvette Nelson*

*401 Frederica St., Suite 201-B*

*Owensboro, KY 42301*

[*ynelson@dynamicdirections-d2.com*](mailto:ynelson@dynamicdirections-d2.com)

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9.19.16 **The Borgen Project is an innovative, national campaign that works with U.S. leaders to improve their response to the global poverty crisis.**

**We have several internship and volunteer openings** that may be of interest to your students, these range from HR, PR/Marketing to Writing and Editing. All of the details of the different positions can be found on our website here, but I have included an overview of our Political Affairs and Writer positions below as examples of our programs.

Internship Location: The programs are based online, so can be undertaken from any location.

Internship Start Dates: We have new programs starting every month, as such applications can be received at any time, through our website. Interns chose the start date that is most appropriate for them.

Mentoring and Supervision: All of our internships have a designated manager who will ensure that our interns are offered an induction to the program and then support throughout the internship with regular catch up Skype meetings, training/discussion sessions, and are a point of contact for any questions or concerns throughout the program.

Our internships are unpaid, however we are happy to work with you to be able to offer the intern college credit, if you feel it would be appropriate.

Feel free to contact me with any questions you may have, or alternatively I would be more than happy to chat with you about The Borgen Project and our internship programs.

Lynsey Alexander Borgen Project [outreach@borgenproject.org](mailto:outreach@borgenproject.org)

**Political Affairs Internship**

This is a part-time 14-hours per week, unpaid telecommuting internship. The internship is 4-months and responsible for leading public and political outreach in the state and district assigned to.

– Meet with members of Congress and/or Congressional staffers in your State and District.

– Represent The Borgen Project at various business, political and community events.

– Assist with fundraising. Create a personal fundraising campaign and meet targets.

– Mobilize individuals to contact their members of Congress in support of key poverty-reduction legislation.

– As needed, speak to groups, classes and organizations.

– Write letters of support for key programs to political leaders, media and other groups.

Qualifications:

– Outstanding writing skills.

– Self-starter who can produce great results with limited supervision.

– Strong oral communication skills and ability to lead meetings and give speeches.

**Writer Internship**

This is a 12-week, part-time, unpaid internship. The selected candidate will be able to work from home and pick their own schedule, but must meet weekly deadlines. Articles submitted will appear on BORGEN Magazine or The Borgen Project Blog.

– Write 2 articles per week.

– Research topics.

– Assist with advocacy efforts.

– Assist with fundraising. Create a personal fundraising campaign and meet targets.

– Attend training and orientation the first and third Monday of the internship, at 4pm PST.

Qualifications: Strong research and writing skills. Must be able to work independently and meet deadlines with very little supervision. Experience writing SEO friendly content is helpful, but not required.

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9.14.16 Have two opportunities to intern/volunteer in the HR departments at two large corporations.

Don’t have the details yet, but if you would like to gain some experience in a HR office, email me and

I will keep your name on a list. [mcambron@kwc.edu](mailto:mcambron@kwc.edu)

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9.13.16

**Painting with a Twist Owensboro is looking for a high energy intern** to help out with our promotion and marketing. This will strictly be a non compensated internship opportunity. Does involve some travel in and around the Owensboro area (within 50 miles).

**Contact**

**Mihir Paranjape** [**studio290@paintingwithatwist.com**](mailto:studio290@paintingwithatwist.com)

***Painting With a Twist - Owensboro***

**812-470-3495**

**5010, Wildcat Way, Suite #4, Owensboro, KY 42303**

[**https://www.facebook.com/pwatOwensboroKY/**](https://www.facebook.com/pwatOwensboroKY/)

***“It’s a little bit of paint, a little bit of wine, and a whole lot of fun!”***

[**Check out what it means to Twist**](https://www.youtube.com/watch?v=QWlAj7svWdY)

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9.10.16 **Interested in HR?**

We are looking for an intern/volunteer to do the following in our HR Department:

File, sort, copy, assist in developing training programs and more…

If you have anyone who is interested, please have them contact me.

Lisa McCarty, MS, PHR

Chief Operating Officer for Human Resources and Support Services

450 Griffith Ave

Owensboro, KY 42301

[lisa.mccarty@owensboro.kyschools.us](mailto:lisa.mccarty@owensboro.kyschools.us)

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9.10.16 Daviess County Republican Party is looking for interns/volunteers to help during the election season.

. David York is the contact person [dayassoc@bellsouth.net](mailto:dayassoc@bellsouth.net) 270 684-4111 or cell 270 316-8881

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9.10.16

**Wendell Foster’s Campus For Developmental Disabilities**

Benefit Dinner And Auction

Saturday September 10, 2016

The Wendell Foster Campus **has an urgent need for volunteers for its annual fundraiser**. If you have a couple hours or so that you can give, please contact Pamela Bates in CETL (in the Library) or at pbates@kec.edu or 270-852-3254.

Morning Transport & Set Up Team

8:00 – 10:00am (transport only)

8:00am – 12:00pm (transport and setup) Evening Clean Up Team

8:00pm – midnight (at latest)

• load & transport supplies for the event from Wendell Foster to the Owensboro Convention Center

• set up (moving tables, hanging signs, arranging center pieces, etc) • “runners” – assist guests with auction items to cars

• breakdown (signs, center pieces, etc.)

• load and transport supplies back to WFC

**KWC Contact: Pamela Bates pbates@kwc.edu 270-852-3254 Greenwell Library**

**Wendell Foster Contact: Bro. Mark Adkins MAdkins@wendellfoster.org 270-315-0377**

Wendell Foster Campus – 815 Triplett St, Owensboro

Owensboro Convention Center - 501 W 2nd St, Owensboro, KY 42301

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9.8.16 Dream Riders Therapeutic Riding Program runs April through October on Tuesdays and Thursdays where we need Volunteers starting as early as 12pm going through 7pm. With the most needed times 3-7pm. We also have occasional group rides on Wednesdays and Friday mornings from 8-11am.



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9.8.16 **AIKCU is pleased to announce the continued offering of the Frankfort Semester Internship Program – paid internships during the Spring 2017 semester - and will be accepting applications through mid to late October for the new intern class.**

Beginning in mid-January, students accepted to this program will arrive in Frankfort for 12 weeks and share in an experience that more than 150 student interns have found extremely valuable in planning their futures. Attached is an internship promotional flyer to inform students, as well as faculty and staff, of this advantageous opportunity. Details and an application can be found on AIKCU's web site - www.aikcu.org. If you have any questions, please do not hesitate to contact me at rjour40601@yahoo.com.

We do not yet know how many internship slots will be available; that will depend on the number of agencies requesting an intern and able to pay the $2,500 stipend. We’ll share that information as it becomes available.



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8.30.16 Intern Abroad - <http://studyabroad.sit.edu/why-sit/internships/>

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8.26.16 **Western Kentucky Botanical Garden is seeking some youthful volunteers** for this event, September 10th. . We want the kids who are especially invited to be here (kids who might not otherwise be able to come to The Garden) to have contact with youthful volunteers that they can emulate. The volunteers will be helping with the activities listed on the flyer --- ie. the train, the inflatable, games, face painting, the food court.

Thanks for any help you can give us. 

Susie Tyler [swtyler@gmail.com](mailto:swtyler@gmail.com) 270-852-8925

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8.23.16 Repost

Worth Insurance Group is looking to hire a student during the school year as a paid intern. 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. Intern position will pay $10 per hour and will work approximately 20 hours per week. The applicants can submit their resumes to me. Niki Cassell niki@worthins.com

Thank you,

Niki Cassell

Employee Benefit Advisor

270.663.6254

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8.23.16 We are looking for a part-time Jr. level student, Physics, computer, electronics related person as an assistant Security System Installer.  This would be paid position that could work through next summer and into their Sr. year for the right person.  Your help is appreciated!  Thank You, Bill Lynch     [Lynch1236@att.net](mailto:Lynch1236@att.net)

8.16.16 Regional Land Title Company is taking applications for a paid intern position.

We are accepting resumes through Labor Day. Wants to start interviewing around mid-September.



**Tabitha Arnold**

**Regional Land Title Company**

**Wilson, Hutchinson & Littlepage**

**611 Frederica Street**

**Owensboro, Kentucky 42301**

**270-926-9146 phone**

**270-926-9394 fax**

[**tabitha@whplawfirm.com**](mailto:tabitha@whplawfirm.com)

**Like Regional Land Title Company on Facebook**

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8.16.16 A Career like no other....... **The FBI will be at the Internship fair on Sept 7th from 10-2.**

**That's the FBI.** The following is an overview of the FBI hiring initiatives for Fiscal Year 2017 and we would like your students to have the opportunity to apply to our organization. The FBI has core values that consist of: dignity, leadership, integrity, bravery, accountability, diversity, compassion, respect, fidelity and competence. The FBI has locations across the globe and offers many specialized career paths. The career paths include Operations and Intelligence; Legal; Administration; Arts and Communications; Security; Business, Accounting and Finance; Medicine and Counseling; and Human Resources.

The FBI has opportunities for new graduates and students. We hire interns and entry-level employees. The competencies the FBI looks for are flexibility/adaptability, initiative and motivation, critical thinking, interpersonal skills, ability to organize/plan/prioritize, as well as good written and oral communication skills. While working for the FBI, employees can choose different career paths, gain a variety of skills and real-world experience, have opportunities for upward mobility and management positions, maintain a work-life balance and to be a part of the FBI family. There are also opportunities to work internationally.

The eligibility requirements to be considered for a position include being a U.S. Citizen, have an overall 3.0 GPA or higher on a 4.0 scale and one of the following degree requirements must be met: enrolled or graduated from an accredited college or university; pursued an undergraduate of higher-level degree by May 2016; received an undergraduate or higher-level degree within the past two years; or an eligible veteran who has received an undergraduate or higher-level degree within the past six years. The candidate must be able to pass a FBI employment background investigation in order to receive a Top Secret clearance. The FBI has the following factors for disqualification: felony convictions; failure of a polygraph examination; failure of a FBI-administered urinalysis drug test; default on a student loan insured by the U.S. Government; failure to register with Selective Service System; and the use of illegal drugs in violation of the FBI Employment Drug policy.

One of the primary focuses of the FBI's recruiting efforts include the internship and collegiate hire applications for the FBI. The application will be posted to the FBIJOBS.gov website. There will be three separate postings; one for Honors Internship - Undergraduate, one for Honors Internship - Graduate, and one for full time employment - Collegiate hires. The postings are planned to be available from August 26, 2016 through October 14, 2016. The applicants will be required to provide their GPA, graduation timeframe, veteran status and their specific backgrounds/experience.

The Intern program is a 10 week program that runs from June through August with the intern working 40 hours a week within the FBI office. Once the intern returns to school, an obligation of 16 hours a month is required if the intern chooses to stay employed with the FBI and maintain their security clearance. The internship can continue as long as the GPA is a 3.0 or higher. In addition, students must sign an "FBI Honors Internship Program (HIP) Program Term Acknowledgement form", submit a completed FD-956 "Honors Internship Program School Certification", submit a resume and unofficial transcript at the time of application (an official transcript if they receive a job offer), and must possess the required educational level at the time of application.

The Collegiate hire program is similar, however this program is for full time employment for those students who will earn an Undergraduate or Graduate degree in May 2017 or those that have graduated within the previous two years. The applicant would apply to the posting on FBIJOBS.gov and the posting timeframe is the same as that of the Internships.

Bridget Lampton

Administrative Officer

Louisville Division

Federal Bureau of Investigation

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8.11.16 3 **Monkeys Pub**

We are launching a significantly larger marketing presence very soon for 3 Monkeys Pub.

I have a good team of partners and will need help with directing our **marketing and social media efforts**. I am seeking someone to help.

A senior or even a recent grad from business communications or marketing might find this a great opportunity. Must be 21 as we'll do a lot of promotions from the pub.

Please send any potential candidates directly to me at this email or call/text to 270-993-5255.

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**8.11.16** The Office of Governor Matt Bevin is now accepting applications for our Fall Internship Program. As part of the program you will be exposed to the inner workings of state government and the Governor’s Office. We are seeking motivated individuals who are eager to learn and to better the entire Commonwealth of Kentucky. If you are interested in applying, you can find our online application [here](http://governor.ky.gov/office/Pages/internships.aspx) ->

<http://governor.ky.gov/office/Pages/internships.aspx>

The internships are unpaid, however we are able to work with your institution to ensure that you earn college credit for your work. If you have any questions please do not hesitate to reach out. The application deadline is August 12th at 5:00pm.

**Ben Goldey**

*Staff Assistant/Internship Program Coordinator*

*Office of Governor Matt Bevin*

*502-564-2611 ext. 343*

[Ben.goldey@ky.gov](mailto:Ben.goldey@ky.gov)

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**8.11.16 Wendell Foster Campus** would like to have a student work for us as part of a paid part-time internship.

The position would be 5-10 hours per week & would be considered a “contracted” position.  They would be helping our Vice President of Development with Fall Events & community contacts.  We thought this might be an ideal option for a Marketing or Business student who needed a little extra money & would like to get some experience.

If you would be interested, contact Mark Adkins and he would be glad to help set that up

Thanks for all your help!

God Bless!

Bro. Mark Adkins

Chaplain & Volunteer Coordinator

[madkins@wfcampus.org](mailto:madkins@wfcampus.org)

270-315-0377

*"The highest form of worship is the worship of unselfish Christian service." ~Billy Graham*



**8.11.16**

Worth Insurance Group is looking to hire a student during the school year as a paid intern. 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. Intern position will pay $10 per hour and will work approximately 20 hours per week. The applicants can submit their resumes to me. Niki Cassell [niki@worthins.com](mailto:niki@worthins.com)

Thank you,

Niki Cassell

Employee Benefit Advisor

270.663.6254

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**8.11.16**

**Rick Searcy (’04) from the Neblett Community Center called me Friday night to see if Wesleyan could provide some assistance with their free festival for kids on Saturday the 27th.**

**It sounds like he just needs bodies there for crowd control and to play with the kids – this is a community-wide deal.**



**I attached the flier he sent me. Feel free to contact him if you want to get involved volunteer for this cause.**

**Rick Searcy**

**931.302.5141**

[**kwcrick@yahoo.com**](mailto:kwcrick@yahoo.com)

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**8.3.16 Specialty Foods Group is still looking for a Sales and Marketing Intern for fall semester.** We have updated and tweaked the job description a little to hopefully widen the pool of prospects. We are looking for someone with a business major, marketing would be preferred but not required. We are hoping that this person will be able to go full time eventually so we are mainly looking at recent graduates or someone who graduates this school year (December or May). Please forward this to your students and please refer to the attached job description.



Danica Richardson

HR Intern

Specialty Foods Group

Kentucky Wesleyan College

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**7.7.16**

**Wilson, Hutchinson & Littlepage is currently looking for an college senior to intern for the upcoming school year. If you have any students who meet our requirements and are interested, please have them forward their resume. Attached is an overview of the internship.**



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**6.24.16 LEADERSHIP OPPORTUNITY/RESUME BUILDER**

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**6.23.16 Wendell Foster Center is hoping to get an intern over the summer .**

**It will be a part time paid position in marketing/fundraising.**

**For more information call or email:**

**Maggie Price**

**VP Development & Community Education**

**Wendell Foster**

**815 Triplett Street**

**Owensboro, KY 42303**

**Maggie Price** [**MPrice@wfcampus.org**](mailto:MPrice@wfcampus.org)

**(270) 852-1420 direct line**

**(270) 929-4078 mobile**

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**6.23.16 Wendell Foster’s is in need of a Human Resource intern/volunteer. Looking for someone to do some basic office work (data entry, filing) or we can develop a more project based internship if needed as well.**

**For more information call:**

**Alexandra (Alex) Hamilton**

**Employee Relations Specialist**

**Wendell Foster's Campus for Developmental Disabilities**

**815 Triplett Street, P.O. Box 1668**

**Owensboro, KY 42302-1668**

**270-683-4517**

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**6.23.16 Specialty Foods Group** is interested in hiring a fall intern for our Sales and Marketing Department, but are willing to let them begin working this summer instead of waiting for the fall semester to begin but it will be a fall internship.

Details are listed below.

The sales and marketing intern will directly assist the VP of Sales and Marketing with a wide range of projects related to assist with a variety of sales and marketing functions.  This internship is designed to be both educational and practical.  In this position, the intern will learn how to take skills she or he may have acquired in school related to his or her particular areas of interest, and apply them in a professional setting.  He or she will gain a better understanding of the role that Sales and Marketing can play in a manufacturing setting, and be better prepared to work in the arena of sales and marketing upon graduation.  The candidate will also have opportunities to network with staff in the operations, human resources, accounting, finance and quality assurance functions.

This internship will be a paid student internship and will be available during the fall months and potentially, continuing on a part-time basis through the academic year.

Reports to: Vice President, Sales and Marketing

Location: Owensboro, KY

The Sales and Marketing Intern will:

•             Assist in the creation of signage, circulars, mock-ups, email campaigns, on-line promotion, etc.

•             Assist in the distribution or delivery of marketing materials

•             Assist with fulfillment of marketing offers

•             Assist with execution of trade shows

•             Assist with the preparation and delivery of training materials

•             Perform analysis of marketing and sales data

•             Seek and analyze competitor marketing and sales materials both on and offline

•             Prepare presentations

•             Open and sort mail

•             Enter contact information into contact management systems

•             Provide support to social media efforts

•             Maintain tracking report of public relations activity

Requirements

•             Must be actively enrolled in an undergraduate program at an accredited local university, with a major in sales, advertising, marketing, or related field.  Junior or Senior level, with current GPA 3.0 or above.

•             Strong technical, interpersonal and organizational skills in addition to excellent written and verbal communication skills, in a professional environment

•             A high level of integrity, accuracy, dependability, enthusiasm, and confidentiality

•             Ability to prioritize tasks and handle numerous assignments simultaneously

•             Proficient in Microsoft Office applications (Excel, Word, and PowerPoint)

•             Position will require a minimum of 20 hours and a maximum of 40 hours per week

•             Must authorize to work in the U.S. without Visa sponsorship

Time Commitment:

Hours of operation are 8:00 am to 5:00 pm Monday through Friday

Must be available to work up to 40 hours per week during the summer (June – August)

Must be available to work up to 20 hours per week during the academic year

Rate of Pay:

$12 - $14 per hour depending on experience

Opportunity for increased pay based on performance

Submit resume to [employment@sfgtrust.com](mailto:employment@sfgtrust.com)

If you have any questions please let me know.

Thank you,

Danica Richardson

HR Intern

Specialty Foods Group

Kentucky Wesleyan College

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**6.23.16**

**Owensboro Riverport Authority is looking for an unpaid marketing intern for the rest of the summer and possibly into the fall semester. We are not in a position to pay but thought if someone needed to get some experience we have needs for web design, FB, LinkedIn, etc. upgrades. Flexible to a time schedule. Some on willing to help on projects for experience. The projects I would like to tackle are:**

**Web site improvement**

**40th Anniversary Videos / Displays**

**Facebook**

**LinkedIn**

**If you think these areas would interest you please give Ms. Hatfield a call to discuss.**

**Jane Hatfield**

**Director, Sales & Marketing**

**Owensboro Riverport Authority**

**270-663-4036 (Direct)**

**270-993-0045 (Mobile)**

**Experience … Performance … Excellence**

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**6.14.16 I will be looking for at least 2 fall interns to assist with event planning, production and business branding. If you know of anyone that you feel would be interested and a good fit, please pass the intern information on to them.**

**Here is a link to my website and post with the internship opportunity-** [**https://joelleelisedesign.com/**](https://joelleelisedesign.com/)

**Thank you for your time.**

**JoElle Knight**

**JoElle Elise Design**

**Owner / Stylist**

**5.13.16** [Mt. Adams Institute-VetsWork](http://www.mtadamsinstitute.com/jobs/), in partnership with the U.S. Forest Service and AmeriCorps, currently has two [paid internship positions](http://www.mtadamsinstitute.com/wp-content/uploads/2016/01/FinalPD-2016-Hoosier-NatResTech.pdf) on the Hoosier National Forest in Bedford, IN. This is a veteran-only program designed to help those interested in natural resource management and public lands careers get a foot-in-the-door with local agencies. I am hoping to spread the word to veteran students interested in this type of work. If you, or other staff members, know of any qualified veteran students who may be interested in this program we would appreciate your assistance in disseminating the attached flyers.

**This is a 45 week (full-time) internship that includes a monthly living stipend, education award, basic health insurance, and extensive networking opportunities.**

  

If you or any interested students have questions or would like further information, I would love to share out more details and information.

Thank you very much for your time.

Katie Schmidt

Recruitment Coordinator

Mt. Adams Institute

(509) 395-3465

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

[www.facebook.com/Mt.AdamsInstitute](http://www.facebook.com/Mt.AdamsInstitute)

**5.9.16**

The Project Intern is responsible for providing high level project support to the Principal Consultant. Duties include performing project support work such as client follow-up, working with project management team, (external & internal), conducting research, performing business analysis, preparing and presenting project presentations, preparing reports, handling information requests, preparing correspondence and proposals and coordinating conference calls and meetings.



Larry W. Wheatley, USAF(Ret), CWDP

Principal Consultant

Blue Star Consultants

Office: 270.663.1257

Cell: 270. 315.2590

Email: [larry@bluestarconsultants.net](mailto:larry@bluestarconsultants.net)

Web:  [www.bluestarconsultants.net](http://www.bluestarconsultants.net)

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**5.6.16**

**The YMCA and City of Owensboro is having a triathlon event for kids on July 16th. They will be running through our campus and for brief periods of time some of our interior streets (see the routes on the link below) will be blocked with police and volunteers for the runners to pass through. It will not be closed throughout the morning, only when runners are present periodically. The Y needs volunteers to help with this event.**

**If interested contact Chad Hart** [**Chad@owensboroymca.org**](mailto:Chad@owensboroymca.org)

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**5.6.16**

**Local industry will be hiring a paid summer intern to intern in their R&D department. Attachment shows some of the areas intern will work in. if interested, email me your updated resume with Qualifications Summary that addresses the job description.** [**mcambron@kwc.edu**](mailto:mcambron@kwc.edu)



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**5.6.16 Need volunteer to build website for local preschool.**

**This is unpaid, but would be a great portfolio builder.**

**Email me if interested with your resume.** [**mcambron@kwc.edu**](mailto:mcambron@kwc.edu)

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**5.6.16**

Are YOU interested in community health issues, preparedness, media outreach, or graphic design?

Then volunteer with us!

Green River District Medical Reserve Corps

Contact Abby Beerman at [MRC@grdhd.org](mailto:MRC@grdhd.org) for more information on our upcoming projects

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**5.6.16**

We have a temporary summer intern job opportunity at Swedish Match in our Research & Development department which would be perfect for a student in the biology or chemistry field. It pays $12/hour.

**Andrea White**

Human Resources Generalist, SHRM-CP

+1 270 685 7215 (office) | +1 270 685 8748 (fax)

**Swedish Match**

**1121 Industrial Drive, Owensboro, KY  42301**

[www.swedishmatch.com](http://www.swedishmatch.com/) | [www.svensktsnus.se](http://www.svensktsnus.se/)

Swedish Match develops, manufactures and sells market-leading brands in the product areas Snus and snuff, Other tobacco products (US mass market cigars and chewing tobacco) and Lights.

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**5.6**. 16 **The International Center of Kentucky is searching for a summer intern.**

Would appreciate your help in recruiting a summer intern to help in our agency.  It is NOT a paid position, but the student can learn a variety of skills.  I have listed below what our pervious intern said about her experience.  Thanks for your help!

Skills I have learned or progressed while interning at the International Center:

-  Communication (especially, paying attention to body language, facial expressions and influxes in tone to understand what a client needs even though they do not speak English)

- Planning/Scheduling (I had to make sure I met deadlines, while also scheduling clients when another staff member did not need them and an interpreter could come assist)

- Collaboration (with other agencies in the community and also staff members to ensure clients receive the most efficient services)

- Social Justice (I have learned how to address issues like discrimination professionally when out in the community with clients)

- Documentation (with all services I provided I had to ensure I filled out the correct documentation to meet government standards)

- I also experienced how to prepare for a government audit

- Policy (I was able to see how certain laws and procedures affected my clients. I wrote/called officials).

Contact:

**Susann Bartlett**  [susann.bartlett@wkrmaa.org](mailto:susann.bartlett@wkrmaa.org)

Office:  270.683.3423 Fax:  270.683.3425

Cell:  270.314.0095 [https://www.icofky.com](https://www.icofky.com/)



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**4.25.16** **Paid Intern Position 1 - Executive Assistant - Lori Hogg Makeup Artist**

**Job Duties:**

• Inventory Lori product line

• Make dvds using DVD Duplicator

• Make brush sets from Inventory

• Order product as needed

• Keep complete counts of inventory (about 30 products)

• Enter email address into email management system

• Monitor loris facebook requests

• post on social media

• respond to online request for information

• Print certificates for upcoming workshops

• Send out upcoming workshop emails

• Update website calendar

• Check paypal for orders and ship orders

• Ship out any back ordered product

• Label brush cleaner

• Make hostess packets

• Post to social media

**Skills Needed:**

• Mac Computers

• General Office Equipment

• Excel a Plus

• Great Customer Service telephonic & text/email/online

• Super Organized & detail orientated.

Hours are flexible, at least 10 hours a week.

Pay is based on experience. $10 an hour.

Apply by Contacting Curtis at 859-583-4458 or curtisjhannah@gmail.com

Position 2 - Assistant/Nanny

Hours are flexible, at least 10 hours a week.

Pay is based on experience. $10 an hour.

**Office Duties:**

• Duplicate cds/label/stuff into cases or sleeves

• Run copies

• Assemble packets

• Address newsletters for mailing

• Go to post office

• Process credit card orders

• Enter receipts into accounting software

**Software used in office:**

• Publisher

• Gmail

• Excel

• Word

• Windows & Mac

**Nanny Duties:**

2 children, 6&7

• Make sure they have meals & snacks

• Supervision of playing

• They will help with all the office work

• Light housework (change the laundry, empty the dishwasher)

• Take to library for story hour

• take to park/pool for play

• general household errands

Apply by Contacting Curtis at 859-583-4458 or [curtisjhannah@gmail.com](mailto:curtisjhannah@gmail.com)

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**4.25.16 Seasonal Internship – TPG Sports Group (Charlotte, NC)**

TPG Sports Group is looking to hire an individual who has a passion for sports and an interest in representing our organization during internal and external events. The ideal candidate will have an interest in marketing, events and availability to work office hours and TPG events.

**Position Type**: Seasonal Internship (May 15 - August 15)

**Summary/Objective** This individual will assist TPG in day-to-day functions, event planning, marketing and execution. Responsibilities include representing TPG at internal and external events.

Will assist in event preparation for Pro Scout School (Las Vegas, NV) and Sports Agent School (Chicago, IL).

**Essential Functions** Reasonable accommodations may be made to enable individuals to perform these essential functions:

1. Assist with event research.

2. Assist with event planning and implementation.

3. Execute social media tasks.

4. Set up and staff marketing booths and displays at external events.

5. Assist manager with scheduling staff for events.

6. Research new ideas to improve marketing and sponsorship.

**Other Duties**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

**Knowledge, Skills, Abilities and Other:**

1. Strong written and verbal communication skills required.

2. Computer skills required: experience with Microsoft Office (Word, Excel, Power Point, Outlook).

3. Able to work flexible hours including nights, weekends and holidays.

4. Ability to work well on a team and independently.

5. Ability to manage specific processes and tasks in the department under supervision.

6. Legal ability to operate a vehicle is necessary (valid Driver's License is required).

**Education** Current college student receiving college credit preferred.

**Experience** Previous marketing or event planning assistance is preferred.

**Supervisory Responsibility** This position does not have supervisory responsibility

**Trave**l Position may require travel to external company events.

**Note: When you apply for this job online, you will be required to answer the following questions:**

1. Will you now or in the future require sponsorship for employment visa status (e.g., H-1B visa status)?

2. Are you comfortable working flexible hours (nights, weekends and potentially holidays)?

3. Will you be able to receive course credit for this internship?

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4.07.16 The YMCA IS expanding their internship opportunities to marketing. Interns will report to our Administrative Assistant Megan Poole and Issac Coffey. Marketing interns will have access to YMCA of USA branding & marketing resources. The YMCA also offers career opportunities specifically in Marketing/Communications/PR/Community Relations.



National YMCA Positions: [www.ymca.net](http://www.ymca.net)

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4.6.16 Do you aspire to be a business owner or be an entrepreneur? I have a great volunteer/ internship opportunity in Owensboro that will teach you a lot about owning your own business. Send me your resume and make an appointment to see me if interested. Margaret Cambron [mcambron@kwc.edu](mailto:mcambron@kwc.edu)

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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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**38** 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*

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*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..**

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**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.

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](mailto:jboarman@owensboro.com)

Workforce Development Manager

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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

marchofdimes.org · nacersano.org

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