



## Oneida Nation of Wisconsin

P.O. BOX 365 ONEIDA, WI 54155

### 2016 SUMMER INTERNSHIP POSITION

DEPARTMENT: Oneida Business Committee
LOCATION/ADDRESS: Norbert Hill Center N7210 Seminary Rd Oneida, WI
SALARY PREDETERMINED (Hourly, Non-exempt, No Overtime): <b>\$10.00</b>
NAME AND TITLE OF ASSIGNED COACH/MENTOR WHO WILL BE SUPERVISING INTERN: Melinda J. Danforth, Vice Chairwoman
COACH/MENTOR CONTACT INFORMATION: EMAIL: <a href="mailto:mdanforj@oneidanation.org">mdanforj@oneidanation.org</a> PHONE: 920-869-4461
DURATION: <b>June 6, 2016 – July 29, 2016</b>
NUMBER OF HOURS PER WEEK ( <b>No more than 36 per week</b> ): DAILY SCHEDULE (Ex. 8am to 430pm): DAYS OF WEEK: Monday thru Friday (and 2 Saturdays for General Tribal Council meetings)
INTERN DUTIES/PROJECTS (List in priority order, include percent of time weekly spent on each duty/project): <ol style="list-style-type: none"><li>1. Assist in gathering community input on the proposed Recreation facility</li><li>2. Analysis of the Boards, Committees and Commission on fulfillment of authority/tasks delegated</li><li>3. Development of Oneida 101: Developing a program to prepare Oneida youth to exercise their civic responsibility</li></ol>
INTERN SKILLS/QUALIFICATIONS/COLLEGE MAJOR YOU ARE REQUESTING: <ol style="list-style-type: none"><li>1. Political Science</li><li>2. Public Relations/Communications</li><li>3. Business Administration</li></ol>