



## Oneida Nation of Wisconsin

P.O. BOX 365 ONEIDA, WI 54155

### 2016 SUMMER INTERNSHIP POSITION

DEPARTMENT: EHSD-Health and Industrial Services
LOCATION/ADDRESS: N7332 Water Circle Place
SALARY PREDETERMINED (Hourly, Non-exempt, No Overtime): <b>\$10.00</b>
NAME AND TITLE OF ASSIGNED COACH/MENTOR WHO WILL BE SUPERVISING INTERN: Amy Spears, Environmental Specialist; Vanessa Miller, Environmental Health Program
COACH/MENTOR CONTACT INFORMATION: EMAIL: <a href="mailto:aspears@oneidanation.org">aspears@oneidanation.org</a> ; <a href="mailto:vmiller@oneidanation.org">vmiller@oneidanation.org</a> PHONE: 869-4549; 869-4553
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 4:30pm): Mainly 8-4:30 few evenings ~8:00 p.m. DAYS OF WEEK: Monday – Friday; possibly 1-2 Saturday partial days.
INTERN DUTIES/PROJECTS (List in priority order, include percent of time weekly spent on each duty/project): 1. Household Clean Sweep/Waste Audit 50% 2. Water testing/Food class assistance/Data Entry 30% 3. Outreach material creation/photographing natural areas and events 20%
INTERN SKILLS/QUALIFICATIONS/COLLEGE MAJOR YOU ARE REQUESTING: 1. Environmental Studies, Public Health, Natural Resources 2. Proficiency in Word, Excel, Power Point, Publisher and/or Adobe Illustrator, In Design, Photoshop 3. Ability to stand long periods, walk over rough terrain, lift up to 40 lbs occasionally.