



Oneida Nation of Wisconsin

P.O. BOX 365 ONEIDA, WI 54155

2016 SUMMER INTERNSHIP POSITION

DEPARTMENT: Oneida Police Department
LOCATION/ADDRESS: 3759 Ridgeview Plaza Suite 7
SALARY PREDETERMINED (Hourly, Non-exempt, No Overtime): \$10.00
NAME AND TITLE OF ASSIGNED COACH/MENTOR WHO WILL BE SUPERVISING INTERN: Mandy Schneider – Gang Task Force/Community Action Team/Outreach Coordinator
COACH/MENTOR CONTACT INFORMATION: EMAIL: mschnei2@oneidanation.org PHONE: 920-496-5334
DURATION: June 6, 2016 – July 29, 2016
NUMBER OF HOURS PER WEEK (No more than 36 per week): DAILY SCHEDULE (Ex. 8am to 430pm): 32 DAYS OF WEEK: Monday - Thursday
INTERN DUTIES/PROJECTS (List in priority order, include percent of time weekly spent on each duty/project): Assist with running programming for 2 at risk youth groups, a summer program at the site 2 community center, as well as the 13 credit diploma students as needed.. Assist with preparation for and program planning. Assist with guidance and discipline, character development and building respect. Chaperon field trips. Participate in Oneida Nation Outreach Project meetings and staff development. Assist with fundraising efforts. Ability to keep observation and behavioral logs to assist in the programming and growth of the youth participating in these programs.
INTERN SKILLS/QUALIFICATIONS/COLLEGE MAJOR YOU ARE REQUESTING: Be able to communicate well, written and verbal. Creative and Critical thinking skills. Basic understanding of developmental ages and stages. Ability to remain calm and focused during conflict and redirect. Eagerness to learn and the ability to accept constructive criticism. Ability to use printers/fax/scanners, phones, Microsoft office and social media. College Majors: Criminal Justice, Sociology, Psychology, Human Services, Social Work, Human Development, Education, and Special Education.