



2019 SUMMER INTERNSHIP POSITION DESCRIPTION

DEPARTMENT: Kalihwisaks

LOCATION/ADDRESS: 2701 W. Mason St. Green Bay WI 54303

SALARY PREDETERMINED:

NAME AND TITLE OF ASSIGNED COACH/MENTOR WHO WILL BE SUPERVISING INTERN AND CONTACT INFORMATION:

NAME: Dawn Walschinski  
TITLE: Managing Editor  
EMAIL: dwalschi@oneidantion.org  
PHONE: 920-496-5636

DATES OF EMPLOYMENT: June 10<sup>th</sup> to August 2<sup>nd</sup>

NUMBER OF HOURS PER WEEK: 36 HOURS PER WEEK

INTERN DUTIES/PROJECTS (LIST IN PRIORITY ORDER.  
(INCLUDE PERCENT OF TIME SPENT ON EACH DUTY/PROJECT WEEKLY):

- Shadowing reporters 25%
- Taking Photos 25%
- Writing stories 10%
- Learning lay out 25%
- Helping customers %15

INTERN SKILLS/QUALIFICATIONS/COLLEGE MAJOR YOU ARE REQUESTING:

- Majors - Journalism, Communications, Photography, Graphic Design
- Be able to work nights and weekends
- Have transportation
- Experience with writing and/or photography preferred