

2018 SUMMER INTERNSHIP POSITION DESCRIPTION

DEPARTMENT: Kalihwisaks

LOCATION/ADDRESS: Big Bear Media, 2701 W. Mason St., Green Bay

SALARY PREDETERMINED: **\$10.10/ HR**

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

NAME: Dawn Walschinski

TITLE: Managing Editor

EMAIL: dwalschi@oneidanation.org

PHONE: 920-496-5636

DATES OF EMPLOYMENT: **JUNE 11TH, 2018 THRU AUGUST 3rd, 2018**

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):

- Take photos of community events
- Shadow reporters on stories
- Potentially write a news story for publication
- Help with lay out of Kalihwisaks Newspaper
- Help with Oneida Printing projects
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INTERN SKILLS/QUALIFICATIONS/COLLEGE MAJOR YOU ARE REQUESTING:

- Journalism, Communications or Graphic Design majors preferred
- Writing, photography, and/or graphic art skills preferred
- Must have transportation
- Available nights and weekends preferred
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