

# GREAT LAKES INDIAN FISH & WILDLIFE COMMISSION

P.O. Box 9 • Odanah, WI 54861 • 715-682-6619 • FAX 715-682-9294

[www.glifwc.org](http://www.glifwc.org)

## • MEMBER TRIBES •

### MICHIGAN

Bay Mills Community  
Keweenaw Bay Community  
Lac Vieux Desert Band

### WISCONSIN

Bad River Band  
Lac Courte Oreilles Band  
Lac du Flambeau Band

Red Cliff Band  
St. Croix Chippewa  
Sokaogon Chippewa

### MINNESOTA

Fond du Lac Band  
Mille Lacs Band



## 2024 Summer Internship Openings Announcement:

The Great Lakes Indian Fish and Wildlife Commission (GLIFWC) is pleased to announce available internships for its 2024 GLIFWC Internship Program. Through this internship program, college students will work one-on-one with a GLIFWC mentor in various divisions and learn about necessary coursework, college degrees, and trainings which result in gainful employment in a multitude of careers including natural resources and stewardship careers with tribes. Also, interns will participate in a multitude of traditional Anishinaabe cultural events and learn about the importance of treaty reserved rights to the Anishinaabe people, and their history in preserving these rights.

### Internship Information:

GLIFWC internships will consist of working 40-hours per week for 10 weeks (total of 400 hours), scheduled to begin around June 3, 2024 – August 9, 2024 (actual start and end dates will be determined by internship supervisors). All internships will be hosted at the GLIFWC Main Office, located on the Bad River Reservation in Odanah, Wisconsin. Some internships will require travel within the Minnesota, Wisconsin, and Michigan areas, as well as some overnight travel. See the available internship position descriptions at <http://www.glifwc.org> in the “GLIFWC News & Upcoming Events” box under “Employment.” Note: candidates are able to apply for multiple internships, please ensure that all required paperwork is **submitted individually for EACH internship position.**

Selected interns will be paid \$15.00 per hour during their GLIFWC internship. If needed, housing will be available.

### Eligible applicants must meet the following:

- Be an incoming or continuing student that is accepted and/or enrolled full-time at a college/university for the Fall 2024 semester.
- Possess proficient verbal and written communication skills.
- Have a strong interest in working with Native American tribes.
- Be willing to travel as part of the internship.

### To apply, applicants must:

- Submit the following, dependent on classification:
  - 2024 High School Graduate: provide verification of acceptance at a college/university for Fall 2024 (examples: enrollment verification/acceptance letter or Fall 2024 class schedule).
  - Continuing College/University Students: provide unofficial transcript(s) verifying Spring 2023 and Fall 2024 enrollment.
  - Graduating College/University Students: provide unofficial transcript(s) verifying Spring 2024 enrollment.
- Complete a GLIFWC [Summer Internship Program Application](#) (found on GLIFWC’s website).

**American Indian preference will be applied consistent with GLIFWC policies and Federal Indian Self Determination and Education Assistance Act (PL 93-638)**

*Applicants that submit all required above documentation and the completed application will receive a confirmation email once all items have been submitted.*

To mail transcripts and required documents send to:

Pauline Lemieux, Internship Program Coordinator  
Great Lakes Indian Fish and Wildlife Commission  
P.O. Box 9  
Odanah, WI 54861

**OR** email to: [plemieux@glifwc.org](mailto:plemieux@glifwc.org)  
Subject: 2024 GLIFWC Internship Program Application

Questions regarding the internship announcement or requirements can be directed to Pauline Lemieux via email or phone: (715) 682-6619 ext. 2138.

**Closing date for receipt of application: January 31, 2024, by 4:30 PM CST**

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## INTERNSHIP ANNOUNCEMENT

### POSITION:

Great Lakes Section Internship (1)

### CONDITIONS OF EMPLOYMENT:

Dates of employment as early as April 22, 2024 to August 9, 2024  
(10 weeks/400 hours total) Rate of pay: \$15.00 per hour

\*Dates may change at discretion of supervisor and intern availability\*

### SUPERVISION:

GLIFWC Great Lakes Section Technician or Biologist

### DUTIES AND RESPONSIBILITIES:

Primary duties will be to assist the Great Lakes Section's Technician and Biologist in assessment and monitoring of Great Lakes fishes. Person will be required to perform the following tasks:

- 1) Use portable assessment traps to capture, mark, and recapture sea lamprey.
- 2) Use gill nets to assess juvenile lake sturgeon and siscowet lake trout.
- 3) Use a seine to assess juvenile lake whitefish aggregations.
- 4) Age scales and otoliths of Lake Superior fishes, examine stomach contents of Lake Superior fishes, monitor commercial fishing, and enter data into software applications (i.e., MS-Excel, MS-Access).

### QUALIFICATIONS:

- Ability to perform field work and record results in an efficient, accurate, and neat manner under the supervision of the Great Lakes Technician or Biologist and to work under occasional adverse environmental conditions.
- Must be in good physical condition, be willing to travel overnight out of state for up to five consecutive days, possess valid drivers' license, and be insurable under GLIFWC policies.
- Natural resource students with a fisheries emphasis preferred.
- Ability to enter data on a computer using software applications preferred.
- Native American preference, but all qualified applicants will be considered.

Send all required paperwork as outlined in the 2024 Summer Internship Openings [announcement](#) to:

Pauline (PJ) Lemieux, Internship Program Coordinator  
Great Lakes Indian Fish and Wildlife Commission  
P.O. Box 9  
Odanah, WI 54861

OR email to: [plemieux@glifwc.org](mailto:plemieux@glifwc.org)

**Subject: 2024 GLIFWC Internship Program Application**

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What is your major/minor (or intended major/minor for first year college students/high school graduates)?

Please list any organizations you are or have been involved in while in school/college: \_\_\_\_\_

**Are you able to relocate for the summer and travel as needed?**                     **YES**             **NO**

If not, please explain: \_\_\_\_\_

**Will you need housing for the summer?**                     **YES**             **NO**

\*Internships will be located on the Bad River Reservation in Odanah, Wisconsin\*

**What is the earliest date you will be available if chosen for an internship?** \_\_\_\_\_

**What is the last day you will be able to work?** \_\_\_\_\_

**Are you willing and able to work flexible hours/weekends if needed?**                     **YES**             **NO**

**Do you have a drivers license?**                     **YES**             **NO**

Drivers license number \_\_\_\_\_ State issued \_\_\_\_\_

Liability insurance?    **YES**     **NO**            Access to a vehicle?    **YES**     **NO**

**Have you ever been convicted of a felony?**                     **YES**             **NO**

If yes, please explain: \_\_\_\_\_

**Are you prevented from lawfully becoming employed in this country because of Visa or Immigration status?**                     **YES**             **NO**

**Do you have any physical, mental, or medical impairment or disability that would limit your job performance in the position for which you are applying?**                     **YES**             **NO**

If yes, please explain: \_\_\_\_\_

Do you have any allergies that we should be aware of?                     **YES**             **NO**

Are these allergies life threatening?                     **YES**             **NO**

Do you take medication for the allergies?                     **YES**             **NO**

Please list the medication(s) taken (i.e., EpiPen, etc.)

**Please list any skills, training, and/or experience that pertain to the internship(s) you are applying for:**

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**Please list your hobbies and/or interests OUTSIDE of school/work:** \_\_\_\_\_

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**Please list/describe any outdoor activities that you participated in during the last year that relates to hunting, fishing, and/or gathering:** \_\_\_\_\_

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**Are you certified in CPR/First Aid?**

\_\_\_\_ YES

\_\_\_\_ NO

If yes, please list which program(s) and expiration date: \_\_\_\_\_

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**Please describe any training or experience you have in safely operating and/or using equipment including, but not limited to firearms, other weapons, emergency vehicles, ATVs, boats, snowmobiles, GPS, compass, maps, and radios.** Please be sure to list any safety certifications that may apply to your training related to this question also (i.e., Hunter Safety, etc.). \_\_\_\_\_

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**Please describe your time management skills. Give an example in which you had to manage a number of tasks at one time.** \_\_\_\_\_

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**Please describe your experience and/or ability to effectively communicate with a diverse group of people.** \_\_\_\_\_

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**Please describe your participation in any events or activities in your community.** \_\_\_\_\_

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**Define GLIFWC and its responsibilities with regard to Treaty rights and issues.** (Do NOT copy and paste from the GLIFWC website! Write this definition in your own words.) \_\_\_\_\_

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**In your own words, what are Ceded Territories?** \_\_\_\_\_

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**Which Tribes are members of GLIFWC?** \_\_\_\_\_

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**State any additional information that you feel may be helpful to us in considering your application for the GLIFWC Summer Internship Program or letters of reference from professors/advisors. (Attach additional pages if necessary.)** \_\_\_\_\_

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**Please list three references that are not related to you that we may contact. One should be your academic advisor, one should be a teacher/professor, and the third a past/current employer or supervisor.**

Academic Advisor Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Teacher/Professor Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Past Employer/Supervisor Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

- **I certify that the answers given herein are true and complete to the best of my knowledge.**
- **I authorize investigation of all statements contained in this application for employment as may be necessary in an employment decision. I understand that this application is not nor intended to be a contract of employment.**
- **In the event of employment, I understand that false or misleading information given on my application or interview may result in discharge from the internship program. I also understand that I am to abide by the Personnel Policies and Procedures of the Great Lakes Indian Fish and Wildlife Commission.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

Send ALL required paperwork as outlined in the Summer Internship Announcement with this application to:

Pauline (PJ) Lemieux, Internship Program Coordinator  
Great Lakes Indian Fish and Wildlife Commission  
P.O. Box 9  
Odanah, WI 54861-0009

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Subject: **2024 GLIFWC Internship Program Application**

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Closing date for receipt of completed application and supporting materials is:  
**JANUARY 31, 2024, at 4:30 PM (CST)**