



Blast off to a new learning experience! The ERC—we're all about connecting students with real world experiences!



Lower Level of Loew—Suite 067
Call [x4310](tel:4310) for more details!!!

Not sure what you want to major in?

Call Martha Smith in the Career Development Office at ext. 4040!

Are you looking for an:

- Internship
- Job shadow
- Practicum
- Project?

Slide right in to a great opportunity. The ERC can assist you!

Contact Us At:

**Kay Schwob x4104
Director**

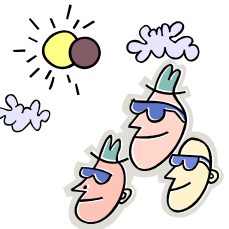
**Lora Bulla x4310
Asst. Director**

The Indiana INTERNnet is a great resource where you can search for internship opportunities throughout our state.

Come to the ERC for registration information!

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Wow did this semester go quickly!!! A lot of you have decided to do an internship either this summer or next fall! It's not too late!!!!



Think about adding this to your schedule...give me a call! [x4310](tel:4310)

Graduation, Internships, & You

Don't be stuck without resume experience!

It's happened. You have graduated from college. It is time to enter the so-called "real world" of adult life. Job hunting is difficult and frustrating.

You have received a few interviews, but nothing has materialized. When employers look at your resume, they only see "Desk Assistant" or "Student Worker". While both of these are great positions, it's not enough to get you a job! Employers want to see that you've had experience in the position you are interviewing for.

From the graduating class of 2005 here at Huntington, 11 students called the ERC during the summer and even into the fall semester asking for help in finding an internship. These students didn't do an internship during their college career, and they were seeing the consequences.

Of course, we will still help you find an internship even after you've graduated, but we can't guarantee that it will be a paid experience, and chances are really high that it won't include benefits.

So, don't let yourself be one of those students who didn't do an experience and needs one after college.

Come down and see what the Enterprise Resource Center can do to help you out!

COMMUNICATIONS/JOURNALISM

Good Shepherd Church

Responsibilities include writing, editing, layout and design, including pictures using MS Office & Publisher for several brochures.

OMS, Indianapolis, Anytime

Responsibilities include writing and editing promotional pieces, presentations, web content, newsletters and magazines, and other marketing and communications tools. Journalism, PR or other writing experience is required; photo journalism skills are a plus.

OMS, Indianapolis, Anytime

Responsibilities include videography and video editing skills to help plan, shoot and edit videos/DVDs.



Clements for Congress Campaign

Compile and maintain media contact lists, create press releases and media kits.

Terra Haute Radio Station Network

Responsibilities include various opportunities in the radio network doing broadcasting.



Columbia City, PAID

Audio editing, some programming—CD Rom

EVERYONE!

Wendy & The James Gang

Technical Director, Marketing, Communications, Web Site, DVD Creation, Administrative Assistant, Grant Writing, Book Research! WIDE ARRAY! Very awesome experience!!!

History

Allen County-Fort Wayne Historical Society

Responsibilities include gaining experience in public history education and administration, exhibit development, community interaction, museological theory, and collections management.

History

World War II Museum, Dean V. Kruse Foundation

Library of Congress's Oral History Project, multiple other areas as well!

Political Science

Senator Bayh's Office

Set up visits for Sen Bayh, search federal agency websites, communicate with constituents, draft written correspondence to federal agencies.

Social Work

Visit an elderly lady and help with little tasks.

Social Work

Parkview Huntington Hospital

Creating a Community Health Resource Directory for Huntington County.

Anyone!

Fort Wayne Fever

- Website Development and Graphic Design
- Print Media Layout and Design
- Community Relations
- Game Day Operations
- Soccer Operations

Children's Ministry

OMS, Anytime

Assist the Director in developing mission lessons for churches and missionaries to use in presenting missions to children. Desktop publishing and writing skills, and lots of creativity and initiative needed.

International Ministry (Cross-Cultural)

OMS, Anytime

Assist the Training Department in preparing for/conducting summer training programs. Assist the Executive Director with the annual Missionary Council (field leaders) training sessions and other events.

Worship Leader

Good Shepherd Church, Ongoing, Unpaid

Responsibilities include leading and working with the drama, music, and instrumental programs.

OTHERS

Anyone!

Teach Overseas.org

Teach English and Business overseas. Wide range of programs available!

Education

Sheets Museum

Ideas for wildlife/conservation-related hands-on activities for children. Also learning activities that help combine geography with the hunting and fishing regions.

Web Development

Purdue Extension Office

Updating website currently have—work with FrontPage.

Social Work or Children's Ministry

Little Blessings Day Care

Looking for children's ministry major to create projects for the classroom for children ages 2-11.

Worship Leadership

Wesley United Methodist Church, Bryan, OH

Various tasks working with music and worship leadership.



Student Athletes

Allen County War Memorial Coliseum, Dec-Jan

Student interested in learning how the coliseum works and the day-to-day operations.



Research

Clements for Congress Campaign

Researching legislative history on issues as well as voting and legislative history of current representative.



Education Ministry, Recreation Management

LeaderTreks

Student leadership development ministry using trips, innovative training, and curriculum to help students identify and develop their leadership skills.



Mathematics

ITT Industries, PAID

Various internships available, paid!!! Great benefits!



Event Coordinator

Fam Fest

Plan a New Year's Eve party with games, concerts, events, food, etc.



ANY MAJOR!

Willow Creek Association

Conference Operations, Marketing, Good Sense Ministry. 11 positions open!!!!

BUSINESS/MARKETING/ACCOUNTING

Youth for Christ, Ongoing

Assist with special events, mailings, database management, attend community meetings, create materials for various area events, and other special projects. Hours very flexible and it could be an ongoing internship.

Fort Wayne Fever

- Sponsorship/Marketing Interns—sponsor research and lead generation, revising and managing prospect communications.
- Advertising and promotions

OMS, Indianapolis, Anytime

Responsibilities include preparing for the next campus recruiting year; develop new promotional materials; follow up those returning from short-term trips; write content for the recruiting website; and help with Orientation & New Candidate Training, other seminars and meetings.

Institute on Philanthropy and Voluntary Service

Internships available in Washington, D.C.

Sheets Museum

Develop a regional/national marketing strategy for the museum.

OMS, Indianapolis, Anytime—Accounting

Primarily in the International Accounting area to see how this department touches the missionaries around the world. Responsibilities would include fixed asset reconciliation, classifying income for the auditors, reconciling field data to the U.S. general ledger, and other projects under the supervision of the Treasurer and/or the Chief Financial Officer.

Purdue Extension Office

- Creation of various monthly newsletters.
- Program Materials—research and help put a presentation together.

LifeLong Learning of Huntington

Manage area of educational fairs in Huntington County, create list of places they'd like to go.

Lincoln Financial, Accounting

Responsibilities include evaluating internal controls, document test results, many other duties!

Star 88.3 FM, Promotions

Responsibilities include planning and implementing promotions for a target audience, assist with station events.

Star 88.3 FM, Office Management

Responsibilities include running the office and doing daily tasks.



Marketing, Accounting, Business

ITT Industries, PAID

Various internships available, paid!!! Great benefits!



Master of Education

Help with the marketing process of the Masters of Ed program.

GRAPHIC DESIGN

Salamonie Reservoir

Responsibilities include creating a marketing brochure for the reservoir, Interpretive Center, and additional property highlights.

Life Community Church

Design 3 mailers and covers for their DVD's.

Huntington County Community School Corporation, Anytime

Responsibilities include creating a marketing piece for realtors to promote the Huntington School System.

Fort Wayne Fever

Redesigning and updating content on website, etc.



Clements for Congress Campaign

Help maintain and create new content for website, flyers, and other promotional material.



ShindigZ by Stumps

Web and sales flyer design.

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