

The Enterprise Resource Center exists to match students with area businesses for internships, practica, special projects and job shadows.

The ERC also provides assistance with

- ❖ *Resumes*
- ❖ *Cover Letters*
- ❖ *Mock Interviews*

Not sure what you want to major in?

Call Martha Smith in the Career Development Office at x 4040

ERC Contact Info

Kay Schwob, Director
kschwob@huntington.edu
x 4104

Joanne Green, Experiential Learning Coordinator
jgreen@huntington.edu
x 4310

www.huntington.edu/erc

experiential LEARNING OPPORTUNITIES

Volume 5, Issue 3

November 2008

Looking for an internship? Check out these possibilities! If you find one of interest, contact us and be prepared to send us a copy of your resume.

If you have a specific organization or type of organization in mind that is not listed, contact us and we'll be happy to help you connect with them.

TreeHouse Youth Outreach, Edina, MI

Paid Summer Internship

Looking for a meaningful way to spend your summer while earning \$3,000 (12-week commitment)? As a TreeHouse intern, you would be immersing yourself in ministry to at-risk youth and families participating in programs such as Support Group and Going Deeper. Responsibilities also include mentoring youth (11-18 years old) and assisting with summer trips and activities.

Business People Magazine, Fort Wayne

Intern with Editor-in-Chief

Business People publishes a monthly magazine read by over 13,000/month. Gain invaluable experience working directly with the editor-in-chief in daily operations.

St Jude Catholic School, Fort Wayne

Development Assistant

Intern will work with the Development Director to manage updates to the website; contact committee leaders to request schedules and updates to keep the website information current; develop a Marketing CD which will be distributed to all committee leaders for branding recognition; and develop a Recommended Supplier List for supplies that need church and school logo.

Big Brothers/Big Sisters, Fort Wayne

Match Support Intern

Want to make a difference in the lives of local youth? Big Brothers/Big Sisters is looking for an intern to drive children to evening events bi-monthly; assist with volunteer and youth contacts, and assist in processing volunteer applications.

A Different Angle, Fort Wayne

Photography Intern

Looking for a creative photographer to assist with busy photography studio. Would assist photographer on wedding shoots and post production. Would be introduced to business aspects as well.

Compassion International, Colorado Springs, CO

Paid Summer Internship

How would you like to join the war on poverty and make a difference in the lives of more than 1 million children around the world? Must have completed at least 2 year of college and have at least a 3.3 cumulative GPA.

United Hispanic Americans, Fort Wayne

Art Program Assistant

Looking for an intern to guide middle or high school students with art projects; assist in teaching art techniques and applications to students; and mentor and provide direction to our students. Hours would be 6-8 hours per week from 5-7 PM Monday through Wednesday.

Youth Program Assistant

Looking for an intern to assist Youth Director with planning and organizing a multitude of youth programs offered at the center; organize transportation for students; assist coordinators with student supervision and teaching at-risk students; chaperon educational and recreational field trips; and assist with preparing meals and kitchen clean-up. Hours would be 6-8 hours per week from 5-7 PM Monday through Thursday.

experiential LEARNING OPPORTUNITIES

Fort Wayne Youtheatre

Paid Stage Manager Intern

The duties will include assistance with coordination of costumes, lights, makeup, sound, dressing rooms and schedules. At stage rehearsals and performances, duties will include writing casting bulletins, designing check-in sheets, confirming positioning of the above listed items, place calling, tear down and storage of set pieces, and full restoration of stage area. Hours required for performances will vary from 8 - 18 hours/week depending upon the number of performances scheduled. Stipend will be paid at \$8.00/hour for the duration of the internship.

TVS, Fort Wayne

Sports Marketing

TVS/DMN is seeking individuals who will be excited and responsible for creating and promoting a new sports web broadcast. TVS/DMN is a digital video advertising company that maintains a network of LCD video screens at various locations in Ft. Wayne providing rich media programming and advertising content for area businesses. In a joint venture with Ft. Wayne Sports Zone Magazine, TVS/DMN is looking to produce a weekly broadcast quality, cutting-edge sports show for delivery on various web sites and potentially broadcast television.

Sales Intern

TVS/DMN is seeking individuals who will be excited and responsible for developing and executing a sales strategy for place-based, out-of-home advertising. TVS/DMN is a digital video advertising company that maintains a network of LCD video screens at various locations in Ft. Wayne providing rich media programming and advertising content for area businesses. Narrowcasting networks with cutting-edge motion graphics are one of the fastest growing advertising mediums available to forward-thinking businesses and agencies.

Caterpillar, Peoria, Illinois

Summer Interns

Caterpillar has grown to be the world's largest maker of construction and mining equipment, diesel and natural gas engines, and industrial gas turbines. They offer a variety of summer internships including (but not limited to): accounting; communications/public affairs; environment, health and safety; finance; human resources; information technology; purchasing; technical marketing.

Impact 2818, North Webster, IN (summer camp)

That Thing Intern, Track #1

Intern will help develop creative programming to run a total of 5 hours of programming in the auditorium each day, for a total of 25 hours/week. Programming involves designing and creating elements of the spiritual journey that student will experience through videos, skits, atmosphere, etc. Intern to work 20 hours/week Jan—May16 and 40 hours/week May 17-July 26 and receive an \$80 weekly stipend (from support raised).

That Thing Intern, Track #2

Intern to be a fun engineer, run activities, assist with auditorium production and be a campus house counselor. Dates are May 17-July 26 with a weekly stipend of \$80 (from support raised).

Spiritual Director

Intern needed to plan, prepare for and implement age appropriate spiritual aspects and non-horse activities for each week of horse camp. Intern will also supervise horse camp counselors and volunteers. Pay range is \$315-330/week.

Fort Wayne Civic Theatre

Technical Theatre Production Intern

Paid (approximately \$1500 per production – 20 hours/week)

Winter Internship job description (9 weeks): January 26 – March 30, 2009

To work on all aspects of technical theatre production, to serve as the Technical Director's assistant on the production of FRANKENSTEIN THE MUSICAL, and a variety of duties related to this position and production.

Spring Internship job description (9 weeks): April 6 – May 31, 2009

To work on all aspects of technical theatre production, to serve as the Technical Director's assistant on the production of THE FULL MONTY, and a variety of duties related to this position and production.