

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

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experiential **LEARNING OPPORTUNITIES**

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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.

**Brookside Church, Fort Wayne
Family Impact Worship Leader**

Intern will lead Wednesday evening worship in a contemporary family worship service. Time commitment includes Wednesday evenings and preparation time. Gas cards will be provided to help cover transportation costs.

**Sweetwater Sounds, Fort Wayne
Photography Intern**

Sweetwater Sound is looking for a very knowledgeable photography student intern. They have a professional photography studio on site and would like for the student to take photos of their products which will be used to sell products online. Please have your portfolio ready for review. Position starts immediately. Pay is \$7 per hour to start.

**Sweetwater Sounds, Fort Wayne
Recording Studio Intern, Unpaid**

Sweetwater Sound is looking for a student to intern in their recording studio. Student should have experience in audio recordings. Position to start immediately.

**Vera Bradley, Fort Wayne
Marketing Creative Internship**

Vera Bradley is looking for an graphic design junior or senior to assist in all aspects of the marketing department with a focus on design. He/she will work with the Art Director and Graphic Designers on projects from production layout to photo shoot assistance. Learn about prepress production, photo styling, catalog layout design, and marketing.

**Majic 95.1, Fort Wayne
Unpaid Internships**

Majic is one of northern Indiana's most popular radio stations with national connections to help interns network. They offer a host of experiences including: morning show host, marketing, web design, sales, radio side of music, production, etc. If you've always wanted to explore the opportunities available at a radio station, check out Majic.

**Fort Wayne Children's Zoo
Public Relations Intern, Unpaid**

Intern to assist with creation, promotion, and delivery of special events, develop and set up fundraising activities, create a press kit for the zoo and assist with writing of media releases and articles for zoo publications.

**Pathfinder Services, Huntington
Marketing Intern**

Pathfinder is looking for a student to help them launch and manage a marketing and fundraising initiative utilizing social networking venues such as Facebook, MySpace, blogs, vlogs, Linked In, etc.

**Fort Wayne Ballet
Costume Shop Assistant**

Intern to assist with design and construction of costumes, props and sets for 2008-09 performance season; Youth Company performances and cleaning, storage and inventory of costumes.

Check out more opportunities on page 2!

experiential LEARNING OPPORTUNITIES

Starfish Initiative, Indianapolis

Event Planner Intern

Starfish Initiative is looking for an Event/Meeting Planner Intern to assist with developing and requesting proposals from hotel, college and conference properties; researching facilities; working with facilities on logistics of meeting; planning and overseeing catering needs; securing speakers; managing meeting materials; reviewing event bills; filing, faxing, answering the phone; and other meeting planning logistics as needed.

Supervalu – FWDC, Fort Wayne

Accounting Clerk, Paid

SUPERVALU's Retail Accounting Services is a professional, full-service accounting department with a retail emphasis. Intern will assist accountants offering client services such as financial statement preparation, payroll processing, accounts payable processing, income tax planning and return preparation, inventory scheduling, manufacturer coupon processing and industry benchmark reporting. Intern to work 20-25 hours per week earning \$11.00 per hour.

Blue Jacket, Inc., Fort Wayne

Facilitator Aide

Blue Jacket, Inc. was created in 2003 to help reduce crime in Allen County by training and transitionally hiring adult ex-offenders. Intern will learn methodology behind cognitive-behavioral, motivational, interpersonal-based approaches to facilitating adult ex-offenders. Assist the facilitator in program delivery, statistics, coordination of guest speaker and preparation.

Blue Jacket, Inc., Fort Wayne

Job Placement and Sales Assistant

Blue Jacket, Inc. was created in 2003 to help reduce crime in Allen County by training and transitionally hiring adult ex-offenders. Intern will assist in the sales and marketing of in-house staffing agency; apply business-driven methods to help secure additional contracts for the placement of ex-offenders into meaningful employment; and handle data collection and statistics. Intern must be proficient at Microsoft Office and have excellent written and verbal skills.

MediaSauce, Carmel, IN

Animation Intern

Interns will work on various aspects of animation projects including design, vectorization and animation and syncing music.

L Spa Modern, Fort Wayne

Marketing Intern

L Spa Modern is a unique "Hollywood" style spa with private hair suites located inside the spa. Intern will manage all electronic marketing including MySpace, Facebook, Google and Yahoo links, spa website, YouTube and Flickr. Intern will also manage all advertising and marketing campaigns. Intern will receive cash bonuses for completed projects.

L Spa Modern, Fort Wayne

Retail Sales and Marketing Intern, Paid

L Spa Modern is a unique "Hollywood" style spa with private hair suites located inside the spa. Intern's daily duties include: customer service for new and existing clients, sales of products and services, opening and closing of the salon, operation of custom industry software, setting up displays, developing new advertising ideas and refining client protocols, Pay is \$7.00/hr plus potential monthly bonus (average \$300-500/month). Internship to begin in December.

Aunt Millie's Bakeries, Fort Wayne

Applications Support Associate, Paid

Intern will support 40 remote office with nightly data transmission, troubleshooting connectivity problems and auditing and verification of nightly TCOM process. Hours include 5-10pm Monday, Tuesday, Thursday and Friday and 2-10 pm on Saturday.

Launch Mobile Media, Fort Wayne

Marketing Intern

Intern will assist with creating marketing plans, communicate with potential clients on a daily basis, follow up with local businesses, assist in developing and implementing new innovative campaigns and work side by side the company President. This is a non-paid position, bonus to be paid at end of internship. Intern will be able to work from home a high percentage of the day.