



### STUDENT INTERNSHIP OPPORTUNITY

**INTERNSHIP TITLE: NECSC Climate Change Researcher**

**MENTOR: Marie Schaefer, SDI Research Assistant**

**LOCATION: Sustainable Development Institute, College of Menominee Nation – Keshena Campus**

#### **INTERNSHIP SUMMARY:**

The Sustainable Development Institute (SDI) at the College of Menominee Nation (CMN) – Keshena Campus seeks a part-time paid Climate Change Researcher intern for the 2015 Summer semester. The intern will assist with ongoing research activities on climate change and Tribes in the Northeast region of the Northeast Climate Science Center (NECSC). The Northeast region covers 81 Tribes and 22 states from Maine to Minnesota.

The intern will be an essential part of critical work on the front lines of climate change issues that affect the day-to-day life of American Indians in the United States. Work will focus on, but not limited to, supporting Tribal efforts to (1) create awareness about climate change impacts on Tribes in the Northeast region and (2) develop a set of working ideas about what capacities are needed for Tribes to adapt and to mitigate climate change impacts.

#### **INTERNSHIP DESCRIPTION:**

- Assist the SDI Research Assistant with projects related to Northeast Climate Science Center (NECSC) sponsored projects.
- Assist with contacting Tribal representatives and setting up site visits.
- Take notes and assist with recording of site visits as schedule allows.
- Explore sustainable development issues in the face of climate change risks.
- Work within a team environment and independently to carry out assigned tasks.
- Attend appropriate and approved meetings outside of SDI office.
- Develop and present overview of internship experience to CMN and broader communities.
- Perform other job-related duties as assigned.
- The position requires grant travel to tribal communities throughout the Northeast region. Dates, places and times to be determined. (Travel is paid for.)

#### **Program Requirements/Qualifications:**

- Must be at least a three-quarter time (9-11 Credits) degree seeking student enrolled at the College of Menominee Nation or another accredited college or university.
- Must have an accumulative GPA of 2.75 or better on a 4.0 scale.
- Must have completed at least one semester of her/his studies.



- Must be 18 years of age or older.
- Ability to communicate effectively in person, on the phone, and in writing for a variety of audiences.
- Should possess strong oral, written and organizational skills.
- Must be able to travel to site visits to Tribes in the Northeast region as the intern's class schedule allows. (Travel is paid for.)
- Highly motivated, engaged, and quickly responsive to work-related requests.
- Detail-oriented with ability to keep accurate, complete and timely work records.
- Commitment to working with diverse audiences.
- Experience in research, using Microsoft operating systems and Google Docs is preferred, not required.
- Interest in climate change research is essential.

**Application Procedures:**

Submit all of the following information to College of Menominee Nation Sustainable Development Institute no later than close of business (4:30pm) on **April 24, 2015**, attention Mani Boyd, or email application material to [sdi@menominee.edu](mailto:sdi@menominee.edu). **No late or incomplete applications will be accepted.**

- Copy of (unofficial or official) Transcripts
- Copy of proof of acceptance or enrollment for current semester
- Completed application form
- Resume (to include any current and past internship experience)
- Letter of Interest
- Signed Letter of Recommendation (preferably a professor at his/her educational institution)

If you have questions about the position, please contact *Marie Schaefer* at 715-799-6226 ext. 3244 or at [mschaefer@menominee.edu](mailto:mschaefer@menominee.edu) .

**Timeframe and Wage:**

The internship is scheduled to begin May 29, 2015 and conclude in August 2015. Internships are paid via stipend, and are equivalent to an hourly range of \$10 to \$12.00 per hour, depending on the hours and funding source. The internship will be based on a 32 hour week and will run approximately 10 weeks, but may be extended based on student availability, interest, and funding. Travel may be outside of the regular business office hours.

**Special Consideration:**

Preference will be given to those applicants that can begin on May 4<sup>th</sup> 2015 so the intern is able to participate in site visits that are scheduled with Tribes in Michigan during that week.