



STUDENT INTERNSHIP OPPORTUNITY

INTERNSHIP TITLE: Sustainable Development Research Intern (1 position)

MENTOR: Dr. Dennis Vickers, CMN Faculty Member

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

TERM: Spring 2018 (*May extend into summer 2018, dependent on funding, and student interest*)

INTERNSHIP SUMMARY:

This student internship is being offered as part of a project funded by the American Indian College Fund (AICF) Scholarly Emergence for Environmental Design & Stewardship (SEEDS) grant program. CMN Faculty Member Dr. Dennis Vickers is Principal Investigator (PI) for the project in collaboration with the Sustainable Development Institute. The overall focus of the project is to design and develop a Bachelor of Arts degree program in Integrative Studies built upon the Menominee Model of Sustainable Development. The project will include work within the College, with Tribal community leaders, and Tribal members.

INTERNSHIP DESCRIPTION:

- Assist with archival research and cataloging of historical documents related to SDI, CMN sustainability courses, and other relevant materials for the described project.
- Assist with development of a summary paper and presentation on findings.
- Assist with coordination of design meetings.
- Work closely with project PI to perform the necessary duties to complete the project.
- Work within a team environment to carry out assigned tasks.
- Work independently to carry out assigned tasks.
- Attend appropriate and approved meetings.

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 other accredited College or University.
- Student must be 18 years of age or older.
- Must have completed one semester of his/her studies.
- Must be willing to travel if required.
- Must have a minimum cumulative GPA of 2.75 on a 4.0 scale.
- Ability to communicate effectively in person, on the phone, and in writing for a variety of audiences.
- Ability to keep accurate, complete and timely records.
- Must be willing to work outside.
- Ability to use Microsoft Office software and the Internet.
- Computer proficiency and learning aptitude will be considered.



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 March 2, 2018, attention Cynthia Norton, or email application material to sdi@menominee.edu. **No late or incomplete applications will be accepted. Previously submitted applications may be considered upon receipt of written notice by the submission deadline noted above.**

A completed CMN Internship Application

- Copy of (unofficial or official) Transcripts or a printout of grades.
- Resume (to include any current and past internship experience)
- Cover Letter
- Signed Letter of Recommendation (preferably a professor at his/her educational institution)

If you have questions about the position, please contact Cynthia Norton at 715-799-6226 ext. 3041 or at cynthia@menominee.edu.

Timeframe and Salary:

The internship is scheduled to begin in spring and conclude in fall 2018. Internships are paid via stipend, and are equivalent to an hourly range of \$10.00 per hour. The internship will be based on a 20 hour week during the spring semester. The internship may be extended into the summer depending on available funding, and student interest.