



## Department of Planning, Public Policy and Management Internship Posting

### Organization Information

Name of Organization	City of Albany
Street Address	489 Water Street NW
City, State Zip Code	Albany, Oregon 97355
Web Site	

### Contact Information

Site Supervisor & Title	Rick Barnett
Work Phone	(541) 917-7760
E-mail Address	rick.barnett@cityofalbany.net

### Description of Organization:

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### Internship Description:

Title: Community Trolley Program Internship  
Employer: City of Albany Recreational Sports Program  
Division: Recreation  
Position Type: Internship/Fellowship  
Job Function: Communications/PR/Event Planning, Marketing/Sales  
Location: Albany, Oregon

Assist the Albany Community as we work to more effectively use the community owned trolley.

1. Develop a marketing plan for the trolley which includes a variety of methods and medias.
2. Begin the process of recruiting a volunteer corps that will work as trolley conductors and program people.
3. Work with community leaders to develop a clear operational purpose and plan including financial stability and usage goals.

**Minimum Qualifications:** Describe the knowledge and skills required. Indicate if a particular skill is preferred or required.

Great Attitude  
Ability to work with a variety of community groups

**Hours:** The academic term is 10 weeks.

Anticipated hours/week: Flexible

**Pay:** Indicate if internship is paid and whether the pay is an hourly wage or stipend.

Yes

Hourly Wage:

Stipend:

No  < 10% Travel

**Term of Internship:** Internships are offered on an academic term basis. Students secure their placements in the term prior to the start of the internship. Indicate the academic term(s) or “ongoing” if the internship is continually available.

Fall (Aug. 15)  Winter ( Nov. 15)  Spring (Feb. 15)  Summer (May 15)  Ongoing

### Student Application Procedure & Deadline

E-mail résumé to site supervisor

Phone call to site supervisor

Other:

rick.barnett@cityofalbany.net

Application Deadline: Jan 15, 2008