



Department of Planning, Public Policy and Management Internship Posting

Organization Information

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|----------------------|--------------------|
| Name of Organization | The Child Center |
| Street Address | |
| City, State Zip Code | Eugene/Springfield |
| Web Site | |

Contact Information

| | |
|-------------------------|--|
| Site Supervisor & Title | |
| Work Phone | |
| E-mail Address | |

Description of Organization:

N/A

Internship Description:

N/A Contact organization for more information.

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

- Undergraduate or graduate student in Business, Communications, Non-profit or Fundraising Management, Marketing or related field.
- Strong organizational and time management skills and follow-through
- Excellent oral and written communication skills -Hard working, creative and detail oriented -Collaborative working style with ability to work well with others -Excellent computer skills including Microsoft Office Programs and internet research; database experience is very helpful.
- Commitment to the mission, vision and values of The Child Center

Personal transportation is a must

Hours: The academic term is 10 weeks.

Anticipated hours/week: 10

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

Yes

Hourly Wage:

Stipend:

No

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: vsilvers@thechildcenter.org Additional Documents:
Cover Letter

Application Deadline: 1/14/08