Department of Planning, Public Policy and Management
Internship Posting Form

Use tab or arrow keys to move between fields.

Organization Information

<table>
<thead>
<tr>
<th>Name of Organization</th>
<th>International Society for Technology in Education (ISTE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Address</td>
<td>175 West Broadway, Suite 300</td>
</tr>
<tr>
<td>City, State Zip Code</td>
<td>Eugene, OR 97401</td>
</tr>
<tr>
<td>Web Site</td>
<td><a href="http://www.iste.org">www.iste.org</a></td>
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Description of Organization: Brief summary of organization and work environment. (No more than 100 words)

ISTE is a nonprofit membership association providing professional development, knowledge generation, advocacy, and leadership for innovation to improve teaching and learning by advancing the effective use of technology in PK–12 and teacher education. ISTE’s operational headquarters are located in downtown Eugene, Oregon. ISTE’s membership includes over 16,000 educators representing more than 70 nations, who share a passion for preparing 21st century learners.

Internship Title and Description: What will the student learn? Describe anticipated tasks and responsibilities. If internship is a project, describe type and scope. Indicate if travel is required. If your description exceeds 200 words, attach a separate sheet.

Membership Development Assistant

ISTE is considering extending its existing categories of membership to include an Institutional Membership option. This project will require conducting supporting research of other similar, education-focused membership associations’ offerings as to scope, benefits, pricing, and audience; then contrasting/comparing these offerings; assessing the various models via an outreach/interview process; and finally developing a culminating analysis of findings and recommendations to support a formal proposal to the ISTE Board of Directors.

The student will learn how to apply research skills in support of developing organizational infrastructure. This will include the opportunity to examine various pricing structures, weigh costs versus benefits, and examine various modalities of providing membership, professional development, and advocacy in support of a diverse and globally distributed population of educators.
Qualifications: Describe the general knowledge and skills required. Note any preferred skills. (No more than 100 words)

General knowledge and skills required: Ability to conduct research using the Internet, phone, and online survey tools; the ability to analyze data, present findings in prose and power point presentation format; and the ability to create a final draft analysis including proposed recommendations.

Hours: The academic term is 10 weeks.

Anticipated hours/week: 10-12 hours per week for one academic term (5-6 hours onsite at ISTE and 5-6 hours independently per week). Internship must be completed by mid-August 2008.

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

Yes    X  Hourly Wage:  Stipend: $1,000.
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. The date in parenthesis indicates your deadline for submitting an internship posting. 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 cover letter and résumé to site supervisor

Application Deadlines
Spring term: March 14, 2008
Summer term: May 16, 2008

Contact Information

<table>
<thead>
<tr>
<th>Site Supervisor</th>
<th>Jessica Medaille</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title</td>
<td>Sr. Director of Membership Development</td>
</tr>
<tr>
<td>Work Phone</td>
<td>541-434-8902</td>
</tr>
<tr>
<td>E-mail Address</td>
<td><a href="mailto:jmedaille@iste.org">jmedaille@iste.org</a></td>
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