

**Title: Marketing and Outreach Internship**

**Pay:** \$15.00/hour

**Location:** Green Bay or Neenah

**Site Mentor:** Amy Arndt

**Duties:**

- Assist in Recruiting Events
- Assist in organizing and adding to Marketing Calendar
- Assist in organizing committee meetings and input
- Enter Data

**Requirements:**

- Must be a registered college student seeking 6 or more credits
- Must be a degree seeking student at College of Menominee Nation, or another College or University (certain documentation may be required to confirm enrollment status)
- Students major must relate to the internship (Example majors: Public Administration, Business Administration, Liberal Studies, Digital Media, etc.)
- Must have completed one semester of studies
- Must be at least 18 years of age
- Must have a cumulative GPA of 2.25 or better (based on a 4.0 scale)
- Employer will complete a background check

**Application Procedures:**

Please email the application below and the additional documents listed after it to:

[careerservices@menominee.edu](mailto:careerservices@menominee.edu)

- **Application:** <https://www.menominee.edu/student-life/internships-and-student-employment>
- Letter of Interest
- Letter of Recommendation, preferably from a faculty member
- Resume
- Unofficial or official transcripts

**Additional Information:**

For questions or if link does not work, contact [careerservices@menominee.edu](mailto:careerservices@menominee.edu)/(715) 7996226 Ext. 3271

**Team:** WRTP Big Step and The College of Menominee Nation

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