



# The North Carolina State Government Internship Program 2013

Application Deadline December 10, 2012  
(Postmarked)

**Submit application materials to:**  
North Carolina Internship Program  
Youth Advocacy and Involvement Office  
1319 Mail Service Center  
Raleigh, N.C. 27699-1319  
Telephone: (919) 807-4400

**State of North Carolina**  
Beverly Eaves Perdue, Governor

**North Carolina Department of Administration**  
Moses Carey Jr., Secretary  
Anne Bander, Chief Operating Officer  
June W. Michaux, Deputy Secretary

**Youth Advocacy and Involvement Office**  
Stephanie Nantz, Executive Director

[www.ncyao.com](http://www.ncyao.com)

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# North Carolina State Government Internship Program

## Introduction

Created in 1969, the North Carolina State Government Internship Program provides students with professional work experience that connects their classroom experiences and potential career choices. The Youth Advocacy and Involvement Office (YAIO), an advocacy agency within the North Carolina Department of Administration, coordinates the program.

Interns work 40 hours a week for a 10-week period, earning \$8.25 an hour. They participate in meetings, educational tours and other activities designed to broaden their perspective of public service and state government. There are up to 75 internship positions available during the summer at various state agencies located throughout North Carolina and in Washington, D.C. Projects and interns are screened and selected by the North Carolina Internship Council.

Interns are encouraged to seek academic credit for the internship, but the student is responsible for making such arrangements and should determine the specific procedure at her/his academic institution. The Internship Council reminds all applicants that the intent of the Internship Program is to provide a variety of opportunities for students to learn about public service professions. The program is not designed to compete financially with private industry.

## Eligibility Requirements

- ◆ An applicant must be a permanent North Carolina resident attending a college, university, law school, community college or technical institute in North Carolina or a North Carolina resident attending an equivalent institution out of state.\*
- ◆ Applicants must carry a 2.5 or greater overall grade point average on a 4.0 scale.
- ◆ Applicants must have graduated from high school and subsequently completed their sophomore year of college before beginning the internship. Community college students must have at least their first year completed before beginning the internship.
- ◆ Applicants must be continuing their education in the fall following their participation in the program.
- ◆ To qualify for a law internship, applicants must have completed at least one year of law school before the beginning of the internship, unless other majors are listed.
- ◆ Students having previously held paid internships with the Youth Advocacy and Involvement Office are not eligible to apply.
- ◆ Applicants must be willing and able to work full-time for the entire 10-week internship. Applicants must be able to provide legal proof of identity and work authorization within three working days of employment.

\* Factors considered when determining North Carolina residency include but are not limited to tuition/grant status, length of residency (must be a permanent resident of North Carolina for the 12 months preceding the date of application), permanent address/phone, and/or state issuing driver's license/ID.

Students having limited career-related experience are strongly encouraged to apply since the program is designed to offer career development opportunities to deserving individuals.

## Application Process

Please review the following application instructions carefully. Applications that do not meet the stated requirements will not be considered. If you have questions or need assistance, you may contact the YAIO at (919) 807-4400.

An application form can be downloaded from: [www.ncyaio.com](http://www.ncyaio.com). Applications must be completed and postmarked by Monday, December 10, 2012. **Late applications will not be considered.**

Applicants may apply for up to five internship projects. To apply, applicants must submit the following materials.

## Required Application Materials

- ◆ North Carolina State Government Internship **application forms**.
- ◆ **Cover letters** outlining the reasons you are interested in each project for which you apply. Address cover letters to the North Carolina Internship Council. Your cover letter must include a **bulleted list of projects** for which you are applying, including project numbers and titles.
- ◆ Professional **résumés**.
- ◆ One copy of **transcripts for all post-secondary grades**. An unofficial student copy, obtained from your school's website or registrar, is acceptable. Transcripts must verify current overall GPA.
- ◆ Graduate and law students should submit an official schedule/course list if current grades are not available. Law students should include their current class rank when possible. If you have attended more than one college/university, include a transcript for each; graduate/law students should include undergraduate transcripts.
- ◆ Brief **legal writing samples (law students only)**. Limit sample to three pages. Include a copy for each law project to which you apply. Writing samples exceeding three pages will not be accepted.
- ◆ **Mailed paper application materials are required**. E-mailed or faxed applications will not be accepted. All applications must be postmarked by Monday, December 10, 2012. Applications postmarked after this date will not be considered. Sorry, no exceptions. Mail all materials in ONE envelope.

### IMPORTANT

In addition to the original application, an additional individual application form, cover letter and résumé is required for each project to which you apply. For example, if you are applying for five projects, you will need one original application, transcripts, résumé and cover letter, plus five additional sets (application, résumé and cover letter), totaling six sets of materials. Thus, you should always submit one more application form, résumé and cover letter than the total number of projects for which you apply. The original application is reviewed by the Internship Council and remains in your application file; additional application sets are sent by YAIO to each project supervisor for review. You may tailor each cover letter to the individual project if desired.

Submit all application materials by mail (in one envelope) to:  
North Carolina State Government Internship Program  
Youth Advocacy and Involvement Office  
1319 Mail Service Center  
Raleigh, N.C. 27699-1319

## Application Status and Placement Offers

Applicants will receive correspondence regarding their application status and placement offers via e-mail. Please include both a primary and alternate e-mail address on your application. Please check both accounts frequently, including spam and junk mail files.

### Selection Process

The State Government Internship Program is historically quite competitive. The North Carolina Internship Council screens all eligible applications and selects students for interviews with project supervisors. All interviews are conducted by phone. Interviews will begin on Friday, February 15, 2013, and conclude on Wednesday, February 27, 2013. After interviews, applicants and supervisors submit a preference form, ranking their preferred projects/applicants. The Internship Council and the YAIO make the final match for projects based on student and supervisor preferences, student demand for a project, departmental and geographical distribution of projects and other relevant factors.

State government policy prohibits discrimination based on race, sex, color, creed, national origin, age or disability. If you require accommodations in accordance with the Americans with Disabilities Act, contact the YAIO at (919) 807-4400.

Placement in an internship will be contingent upon completing required employment eligibility forms and, if applicable, satisfactorily completing additional screening procedures required by the department in which you will be working.

### Important Guidelines

1. Take special care in the preparation of your application material.
  - All application materials must be typed. Handwritten applications will not be accepted.
  - Observe deadlines for submission of application materials; late applications will not be considered.
  - Your cover letters should be persuasive documents with specific reasons for your desire to participate in each of the projects for which you apply.
  - Remember that you are filing an application for a full-time summer job in state government. Your signature signifies that all statements in the application are true and complete to the best of your knowledge.
2. Carefully observe the eligibility requirements listed in this booklet. The Internship Council will not review your application if it fails to meet the stated requirements.
3. If you are selected for a telephone interview(s), be prepared to communicate effectively about yourself, your coursework and your interest in the internship position(s) for which you applied. Keep a copy of your application and review it before the interview(s).

### Important Dates

Monday, December 10, 2012 (postmarked)	Application Deadline
Friday, February 1, 2013	Internship Council Screens Applications
Friday, February 15 – Wednesday, February 27, 2013	Interviews with Project Supervisors
Friday, March 1, 2013	Intern and Supervisor Preference Forms Due
Monday, March 11, 2013	E-mail Notification of Internship Placement
Monday, May 20, 2013	Orientation and First Day of Work
May 20 – July 26, 2013	Internship Program
July 2013	Intern Reception at the Executive Mansion

## Personnel and Payroll Policies

For state government payroll purposes, all interns are classified as temporary state employees. Some important policies affecting interns are:

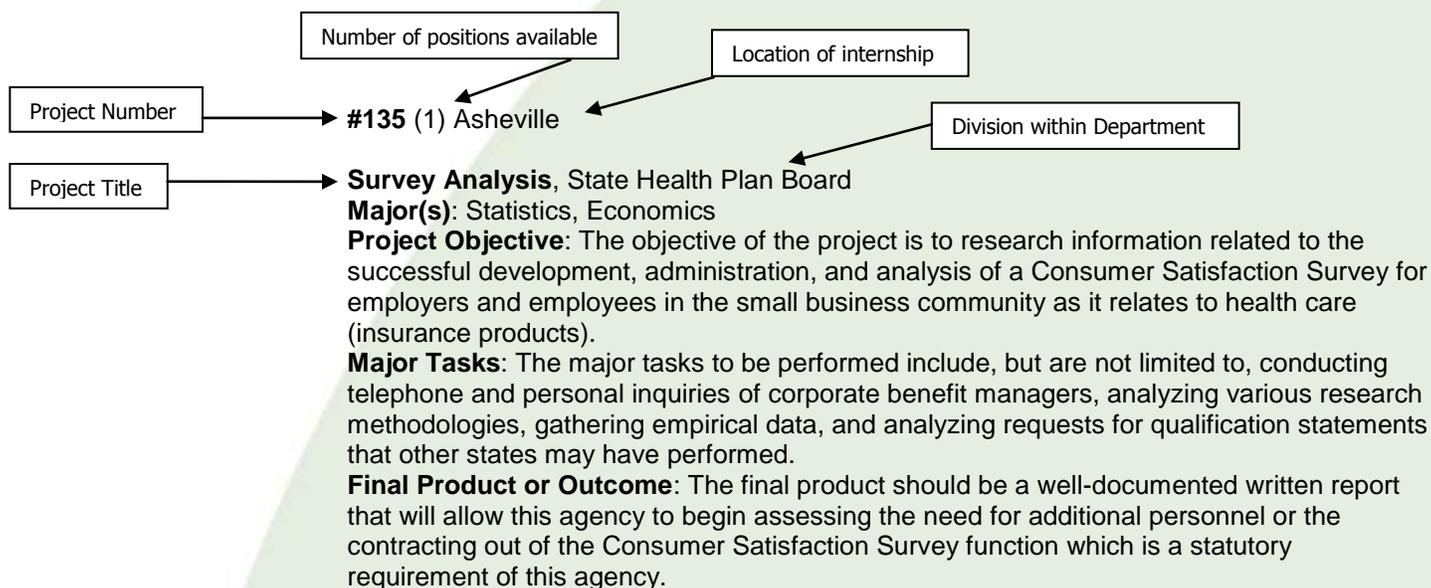
- ◆ As temporary employees, interns are not paid for time taken off. Interns cannot earn sick leave or vacation leave and are not paid for state holidays.
- ◆ Interns are paid \$8.25 per hour and work 40 hours per week for a 10-week period. Interns should be prepared to work full-time from May 20 through July 26, 2013. Monday, May 27, 2013 and Thursday, July 4, 2013 are state holidays and is treated as an unpaid day off for interns.
- ◆ All interns will work up to three weeks before receiving their first paycheck.
- ◆ Interns are not eligible to receive medical insurance, but as temporary employees interns are covered by workers' compensation.
- ◆ Interns are not eligible to draw unemployment compensation claims from their summer wages.

## Housing and Transportation

Interns are responsible for arranging and securing housing for the internship period. A limited number of internship projects provide on-site housing; this information will be listed with the project description. The Youth Advocacy and Involvement Office will act as a referral resource for interns in need of housing, but staff will not be involved in tenant-landlord relationships. Interns are responsible for securing transportation to and from their work site.

## How to Use This Synopsis

The projects described in this booklet are grouped according to state government departments. The projects are numbered consecutively. Students may apply for up to five internship projects. **Each project number and title must be included on the original internship application form.** A sample internship project description is shown below:



### Very important

All applicants should keep a copy of their application materials and the descriptions of the projects for which they apply.

## Internship Project Index by Majors and Disciplines

Internship projects are indexed by project number to enable you to locate projects requesting a specific major(s). Many internship projects will consider majors outside the preferred majors listed; therefore applicants are encouraged to review all internship projects. If you have course work or experience in an area outside your major and feel that you are qualified to apply for an internship project, please do so and indicate your qualifications in your application and cover letter.

African/African-American Studies	25
Accounting	19, 90, 91, 95, 115
Adult Education	50
Advertising	6, 7
American History	34
Agency Counseling	82
Agronomy	8
American Studies	25, 33
Animal Science	51, 60
Anthropology	24, 28, 29, 34
Archaeology	24, 28, 35, 67
Architecture	10, 31
Art	13
Arts History	32
Behavior Analysis	73
Behavioral Science	73, 107, 109, 110
Biochemistry	58
Bioengineering	58
Bioinformatics	58
Biological Sciences	51
Biology	8, 37, 38, 40, 41, 42, 43, 44, 47, 48, 49, 50, 52, 53, 54, 55, 58, 59, 60, 62, 63, 64, 65, 69, 70, 117
Botany	8, 42, 50, 52, 55, 60, 61, 64, 70
Business Administration	11, 26, 85, 90, 91, 95, 115
Business	4, 9, 12, 14, 15, 16, 17, 18, 30, 99, 100, 104
Chemistry	36, 58, 61
Chemistry Education	60
City and Regional Planning	2, 11
Civil Engineering	101
Clinical Psychology	76
Communications	3, 4, 7, 19, 29, 30, 35, 55, 75, 80, 83, 88, 92, 95, 98, 100, 116, 117
Community Development	98
Computer Engineering	78, 79
Computer Programming	105, 106
Computer Science	8, 21, 36, 57, 71, 78, 79, 88, 104, 111, 112
Conservation	71
Conservation Biology	45, 50, 62, 63
Counseling	73, 82
Construction Management	101
Criminal Justice	1, 81, 85, 88, 89, 90, 91, 102, 103, 107, 108, 109, 110, 114, 115

Criminology	107
Customer Service	99
Design	13, 32
Early Childhood	52, 53
Earth Science	2, 55
Ecology	8, 37, 42, 43, 44, 48, 49, 61, 70
Economic Marketing	9
Economics	11, 84, 90, 91, 100
Education	4, 19, 22, 26, 28, 31, 33, 38, 40, 41, 46, 50, 52, 53, 59, 68, 77, 102
Educational Policy	19
Electrical Engineering	101
Elementary Education	65
Emergency Preparedness Assistant	98
Engineering	21, 36
English	1, 4, 20, 23, 29, 30, 84, 88, 92, 99, 116
Entomology	55, 61, 70
Environmental	61
Environmental Education	40, 41, 45, 50, 52, 53, 62, 63, 65, 68
Environmental Engineering	2, 36, 71, 72, 117
Environmental Geology	72
Environmental Programs	8
Environmental Science	7, 33, 36, 38, 40, 41, 42, 43, 44, 45, 47, 48, 49, 51, 55, 59, 60, 62, 64, 65, 69, 71, 72, 117
Environmental Studies	33, 36, 41, 45, 68
Exhibit Design	39
Film Studies	88
Fisheries Science	48, 49, 51, 55, 62, 63, 70
Forensic	81
Forestry	2, 8, 54, 60, 64, 111, 112
Folklore	23
Genetics	58
Gen. Biology	61
Geographic Information Systems	2, 105, 106, 111, 112
Geography	2, 21, 24, 112
Geology	55, 71, 72
Geomatics	105, 106
Government	4, 6, 19, 99
Graphic Design	6, 13, 39
Guidance Counseling	82
Historic Preservation	31
History	9, 21, 22, 23, 24, 25, 26, 27, 28, 28, 31, 32, 33, 34,

History, continued	67, 83, 92, 96, 99
History Education	35
Hospitality	12, 14, 15, 16, 17, 18
Horticulture	8, 42, 50, 60
Human Resource Management	94
Human Resources	93
Human Services	74, 75, 76, 77, 102, 103, 107, 109, 110
Humanities	34
Hydrogeology	72
Industrial Engineering	101, 104
Industrial Technology	105
Information Systems	4, 36
International Policy	83
International Relations	96
International Studies	6, 9, 85
Information Technology	78, 79
Journalism	4, 7, 20, 30, 77, 116
Land Surveying	106
Landscape Architecture	10
Landscape Design	42
Law	3, 5, 19, 81, 84, 86, 87, 97, 107, 113
Liberal Arts	77
Library Science	19, 24, 32, 67
Life Science	46, 88
Marine Biology	37, 40, 41, 43, 44, 45, 47, 48, 49, 55, 62, 70
Marine Ecology	38, 43, 70
Marine Sciences	33, 37, 40, 65
Marketing	4, 12, 14, 15, 16, 17, 18, 20, 30, 85, 104
Material Culture	95
Mathematics	36, 71, 106
Mechanical Engineering	101
Media Relations	116
Medicine	81
Microbiology	58
Molecular Biology	158
Multimedia Design	39
Museum Science	67
Museum Studies	22, 27, 28, 31, 32, 33, 34, 35, 50, 58
Natural Resource Management	44,45, 50, 69, 71
Natural Resources	40, 47, 50, 59, 64, 111, 112
Natural Sciences	37, 40, 43, 47, 50, 52, 53, 56, 57, 59, 60, 61, 62, 63, 64, 68, 69
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Pre Vet	51, 60, 61, 62, 63
Psychology	59, 73, 74, 75, 76, 77, 81, 82, 85, 89, 93, 102, 108, 109, 110
Public Administration	3, 4, 111, 93, 94, 98, 100, 107
Public Health	85
Public History	11, 22, 23, 27, 28, 29, 32, 33, 34, 35
Public Information	85
Public Policy	3, 19, 81, 84, 92, 96, 97, 100,107
Public Relations	1, 6, 7, 20, 35, 77, 83, 95, 96, 97, 98, 116
Public Service	19
Recreation Management	68
Recreation	33, 74, 75, 77, 102
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Religious Studies	74
Research	94
Science Education	41, 50, 54, 55, 58, 59, 61, 62
Secondary Education	65
Social Services/Sciences	21, 76
Social Studies Education	27, 35
Social Work	1, 74, 75, 76, 77, 102, 108, 109, 110
Sociology	73, 74, 75, 76, 77, 80, 85, 89, 93, 108, 109, 110
Spanish	16
Special Education	75, 76, 77, 82
Statistics	36, 83, 94, 106
Tourism	12, 14, 15, 16, 17, 18, 26, 33, 64
Web Applications Development	105
WEB/Graphic Design	20
Weed Science	8
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Wildlife Science	51, 55, 59, 70
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# Internship Projects by Department

## DEPARTMENT OF ADMINISTRATION

#1 (1) Asheville

**Stop the Cycle of Violence Research Project**, NC Council for Women

**Major(s):** Criminal Justice, Social Work, Political Science, English/PR

**Project Objective:** Conduct a research study on Batterer Intervention Program monitoring.

**Major Tasks:** Identify and document current practices for monitoring Batterer Intervention programs implemented in other states.

**Final Product or Outcome:** Report created with recommendations for NC Council for Women/Domestic Violence Commission to consider.

#2 (1) Raleigh

**Clean Water**, State Property Office

**Major(s):** Geographic Information Systems, Geography, Forestry, Earth Science, Environmental Engineering, City/Regional Planning or related.

**Project Objective:** Inventory long-term protection and restoration sites which are used to improve the State's existing surface drinking water sources through comprehensive watershed planning and identification of on-the-ground projects.

**Major Tasks:** Collect, convert, assemble, publish GIS and tabular data from the Clean Water Management Trust Fund.

**Final Product or Outcome:** A Geospatial database containing all of the State-owned Clean Water Management Trust Fund sites.

#3 (1) Raleigh

**Policy and Legislative Affairs Intern**, Secretary's Office

**Major(s):** Political Science, Communications, Law, Public Administration, Public Policy

**Project Objective:** To assist the Director in providing support to Administration divisions, Department leadership, the Governor's Office and the General Assembly on government and internal operations related issues and projects.

**Major Tasks:** Intern will be responsible for drafting correspondence and policy memos, as well as editing reports and presentation materials related to internal and government operations. This will include spearheading analysis for the Department's reports and studies. The intern will regularly monitor meetings of the General Assembly as well as relative Boards and Commissions, with the opportunity to provide analysis regarding legislation pertaining to Department issues. These Boards could include the NC Council of State, State Building Commission, NC Council for Women, NC Domestic Violence Commission, NC Commission of

Indian Affairs and others upon assignment. Intern must display strong writing, organizational and interpersonal skills.

**Final Product or Outcome:** Products will include policy memos, legislative analysis memos, and other government and internal operations related reports and correspondence.

## ADMINISTRATIVE OFFICE OF THE COURTS

#4 (1) Raleigh

**Communications Intern**, Director's Office

**Major(s):** English, Communications, Journalism, Marketing, Business, Information Systems, Education, Occupational Development, Government, Public Administration

**Project Objective:** Increase the quantity, quality, and diversity of web content delivered to all Judicial Branch state employees using Juno, the NC Administrative Office of the Courts (NCAOC) intranet.

**Major Tasks:** Collaborate with subject matter experts statewide to write and edit site content; identify opportunities for repurposing legacy content; train and coach content contributors on web writing and use of the content management system (CMS); update Juno documentation, content policies, and training.

**Final Product or Outcome:** At the end of the project, the Intern will have an extensive portfolio of web writing from Juno, as well as documentation and training materials developed for employee training.

#5 (1) Raleigh

**Law Student Intern**, NC Innocence Inquiry Commission

**Major(s):** Law Students Only

**Project Objective:** Student will assist NCIIIC staff with review/investigation of innocence claims made by NC convicted felons.

**Major Tasks:** Review/investigation of cases, interviews, legal research and writing, and administrative tasks.

**Final Product or Outcome:** Student will work along side supervisor on all cases assigned. Student will present all work products to supervisor.

#6 (1) Raleigh

**Removing Barriers to Equal Access: Enhancing Awareness of Language Access Services in the Courts**, Office of Language Access Services

**Major(s):** Public Relations, International Relations, Government, Advertising, Graphic Design, Spanish, other foreign language

**Project Objective:** To increase awareness and understanding of the importance of language access services in the court system; to develop written materials and Web content to promote understanding and

awareness of available language access services and how to access them; to enhance recruitment of qualified interpreters and bilingual employees.

**Major Tasks:** Develop and implement a comprehensive strategy to increase awareness and understanding of language access services in the courts; create publications and Web content; perform public outreach.

**Final Product or Outcome:** Publications, including brochures, pamphlets, forms, and fact sheets to be distributed to courthouses, stakeholders and the public; enhanced Web content and design; increased awareness of language access services in the courts generally.

## AGRICULTURE AND CONSUMER SERVICES

#7 (1) Raleigh

**N.C. State Fair Public Relations Intern - Social Networking and Grassroots Marketing Plant Industry**, North Carolina State Fair

**Major(s):** Communications, Public Relations, Advertising, Journalism

**Project Objective:** Promote the NC State Fair, one of the largest events in the state, drawing 800,000-plus annually, through a number of media, including social networking sites, high school and college publications and media outlets. Produce news releases, speaking points and other promotional materials, and coordinate the purchase of advertising in high school and college newspapers, sports programs and other school-related outlets. Grow and populate the Fair's existing social networking sites through blog posts, online research and outreach.

**Major Tasks:** Intern will expand and improve social networking efforts for the State Fair; budget and create a grassroots advertising campaign focused on high school and college students; write press releases and speeches; organize events; and assist with other activities associated with State Fair preparations and promotions.

**Final Product or Outcome:** Internship offers an excellent opportunity for a student to create real-world portfolio pieces and gain hands-on experience as part of a public relations team. Intern will be involved in all aspects of promoting a large-scale event and will participate in planning meetings with Fair management and advertising company.

#8 (1) Raleigh

**Documentation, Tracking and Data Collection for Noxious Weed Programs in North Carolina**, Plant Industry

**Major(s):** Agronomy, Weed Science, Biology, Botany, Ecology, Computer Science, Forestry, Horticulture, Environmental Programs

**Project Objective:** Collect and organize data related to North Carolina's Noxious and Invasive Weed Programs.

**Major Tasks:** Design ACCESS and/or EXCEL programs to track and provide reporting capabilities for all of the NC Noxious Weed Programs. On occasion participate in the field with the supervisor to do noxious weed survey and treatment.

**Final Product or Outcome:** ACCESS data base and associated procedures for using it that will streamline and allow historical archiving of Noxious Weed Program Information. Added acres for noxious weed survey and treatment.

## COMMERCE

#9 (1) Raleigh

**North Carolina Resource Guide and Foreign Owned Firms Directory**, Business/Industry Development

**Major(s):** International Studies, Business, Economics, Marketing

**Project Objective:** To create a country-specific resource guide for companies accessing North Carolina's business, investment, and living climate plus update the NC Foreign-Owned Firms Directory.

**Major Tasks:** With input from International Project Managers and Offices the intern will gather relevant materials and information to create a country-specific (China, France, Germany, Italy, Japan, Korea, Switzerland, and the UK) resource guide to address commonly requested information from international projects in the beginning stages of assessing North Carolina's business, investment, and living climate. Additionally, the intern will be working with various data sources both proprietary and subscription, and will work with business executives, economic developers, data vendors and business development managers throughout North Carolina to update data for each foreign owned company.

**Final Product or Outcome:** A country-specific resource guide for companies accessing North Carolina and an update to NCDOC's web based interactive Foreign-Owned Firms Directory.

#10 (1) Asheville

**Downtown Design Assistance**, Community Assistance

**Major(s):** Landscape Architecture, Architecture, others with design experience that includes drawing by hand or using computer software programs.

**Project Objective:** The intern will provide downtown design assistance in western North Carolina to small communities with limited resources. Assistance will include preparing streetscapes, sketches of building facades, and/or other designs or plans to guide physical improvements, revitalization efforts and/or beautification projects in downtown areas. The objective is to provide downtown design assistance to at least one community. Additional communities will receive assistance if time permits.

**Major Tasks:** The intern will work with downtown design committees, municipals officials, and others to develop

and prepare sketches of streetscapes, building facades, public spaces, and/or other plans. The intern will be directly involved in design planning sessions and/or charrettes with downtown representatives. The intern will assemble information, determine project goals and prepare designs to address community needs, while working with available resources and within budgetary constraints, established timeframes, and the like.

**Final Product or Outcome:** The intern will prepare drawings of streetscapes, building facades, public plazas and courtyards, parks, greenways, creek walks, other public recreational spaces, and/or other plans to guide the planning process for physical improvements, revitalization efforts and/or beautification projects in downtown areas of small communities. The final drawings may be attached to presentation boards and/or prepared as CDs in digital format.

#### #11 (1) Raleigh

**Labor and Economic Analysis Intern, Labor and Economic Analysis**

**Major(s):** Public Policy, Policy Studies, Public Administration, Political Science, Economic, Business Administration, City and Regional Planning

**Project Objective:** The objective the internship will be to provide public policy, economic, and market research analysis to help inform and guide North Carolina policy decisions. As a valued member of the Labor and Economic Analysis Division (LEAD), the intern will participate in a variety of projects with staff analysts. Responsibilities will include: economic analysis and modeling; legislative analysis; workforce analysis; and demand driven quantitative and qualitative research. The intern will have the opportunity to work with LEAD partners including Workforce Development and UNC System schools. The internship will offer the opportunity to produce research for dissemination in a Department of Commerce publication.

**Major Tasks:** Tasks will include providing policy, workforce, and economic analysis. Additional tasks will be assigned according to the individual strengths and interests of the intern. LEAD fills multiple roles for the Department of Commerce, leading to many opportunities for new and exciting projects.

**Final Product or Outcome:** The intern will be a valued member of LEAD and participate in a variety of tasks. The intern will have the opportunity to gain experience with public policy, economic analysis, and market research analysis at the state level. The intern will also have the opportunity to produce interest driven research for distribution through the Department of Commerce.

#### #12 (1) Raleigh

**Tourism Division Intern, Tourism, Film and Sports Development**

**Major(s):** Tourism, Hospitality, Marketing, Business, Political Science, other.

**Project Objective:** This project will expose the intern to North Carolina's visitors, who spent more than \$18.4

billion dollars in the state in 2011. The intern will interact with individuals and families one-on-one to learn what brings them to North Carolina, and it will give the intern a chance to influence the visitors' spending in the state. Tourism expenditures supported over 187,900 jobs in North Carolina and generated \$1 billion in state tax revenue in 2011. This internship is an excellent opportunity for the intern to learn about the tourism industry in North Carolina by being exposed to information about the state's various attractions and accommodations, to learn Welcome Center operations firsthand, to add anecdotal experiences to textbook knowledge regarding the tourism industry, and to actually have a direct impact on visitor spending by promoting the state.

**Major Tasks:** Assist the Visitor Services Director by responding to consumer requests that arrive at the Division office; assist the Research Director with the 2012 annual visitor profile report to be posted on nccommerce.com; assist the Sales and Trade Development Director by updating a database, telemarketing to tour operators and working on a direct mail campaign; assist the Publications Director with the preparation of the weekly, electronic statewide tourism-industry newsletter; assist the Public Relations Director by scanning, uploading and classifying images to NCPix and drafting familiarization tour itineraries; assist the Tourism Development Director by organizing heritage reference materials, creating a heritage tourism trail or a similar project that would be mutually beneficial.

**Final Product or Outcome:** At the conclusion of the internship, the student will be aware of the role of the Division of Tourism, Film and Sports Development in leading the state's tourism industry. The intern will also be aware of the various specialties within the tourism field and to enable him or her to make more informed career decisions.

#### #13 (1) Raleigh

**Graphic Design Intern; Tourism, Marketing & Global Branding, Tourism, Marketing & Global Branding**

**Major(s):** Graphic Design, Art, Design

**Project Objective:** To design and create dynamic, professional marketing materials to promote tourism, film, sports, green energy, economic development, community development and international trade in North Carolina. These materials include but are not limited to trade show displays, banners, signs, brochures, invitations, publications and logos. These materials market North Carolina as a premier travel and business destination and help to create jobs for our state. All citizens of North Carolina will potentially benefit from this service.

**Major Tasks:** Intern will be involved at all levels of project design, including client meetings, layout, design, file set up and production. The intern will also gain experience working with large advertising agencies and will have the opportunity to network with all of our

graphic design colleagues in the NC Society of Government Artists.

**Final Product or Outcome:** Collateral pieces related to each project, such as brochures, signage, reports and other printed materials. They will potentially have several professional pieces to include in their design portfolio as well as exposure to high profile clients in the design industry.

#### #14 (1) Rowland

**Summer Travel Counselor**, Tourism, Film and Sports Development

**Major(s):** Tourism, Hospitality, Marketing, Business, Political Science, other

**Project Objective:** This project will expose the intern to North Carolina's visitors, who spent more than \$18.41 billion dollars in the state in 2011. The intern will interact with individuals and families one-on-one to learn what brings them to North Carolina, and it will give the intern a chance to influence the visitors' spending in the state. Tourism expenditures supported over 187,900 jobs in North Carolina and generated \$1 billion in state tax revenue in 2011. Also the intern will assist the Manager in completing the online state material inventory of Maps, Travel Guides, Wine Guides, ACCESS NC and Civil War Trail Maps; monthly reports such as foreign visitor count generated from guest registry log, motor coach bus report generated by counting busses and passengers, vehicles count / reservations count for hotel rooms booked and new brochures approved to be displayed and distributed report. This internship is an excellent opportunity for the intern to learn about the tourism industry in North Carolina by being exposed to information about the state's various attractions and accommodations, to learn Welcome Center operations firsthand, to add anecdotal experiences to textbook knowledge regarding the tourism industry, and to actually have a direct impact on visitor spending by promoting the state.

**Major Tasks:** The intern will help staff the reception desk at one of the state's Welcome Centers, located on I-95 just inside our border with South Carolina. The I-95S Welcome Center greeted nearly 1,132,766 visitors in 2011. Since this is not a clerical position, the intern will be trained to answer visitor inquiries and assist with routine Welcome Center duties, just like one of North Carolina's nationally certified travel counselors. Additionally, and while the intern is exposed to the North Carolina visitors' demographics data, he or she will be making comparisons between that data and the Welcome Centers actual visitors' demographics trend.

**Final Product or Outcome:** The intern will become familiar with tourist destinations across the state, with a concentration on mountain attractions. Back in the classroom, the intern will be able to draw on individual experiences with tourists to add authentic anecdotes to textbook instruction, and have a frontline knowledge of the state's growing \$18.41 billion tourism industry based not only on the general demographics of visitors to the

state but also to the Welcome Centers and the monthly reports that reflect an overall statistics about the program.

#### #15 (1) Roanoke Rapids

**Summer Travel Counselor**, Tourism, Film and Sports Development

**Major(s):** Tourism, Hospitality, Marketing, Business, Political Science, other

**Project Objective:** This project will expose the intern to North Carolina's visitors, who spent more than \$18.41 billion dollars in the state in 2011. The intern will interact with individuals and families one-on-one to learn what brings them to North Carolina, and it will give the intern a chance to influence the visitors' spending in the state. Tourism expenditures supported over 187,900 jobs in North Carolina and generated \$1 billion in state tax revenue in 2011. Also the intern will assist the Manager in completing the online state material inventory of Maps, Travel Guides, Wine Guides, ACCESS NC and Civil War Trail Maps; monthly reports such as foreign visitor count generated from guest registry log, motor coach bus report generated by counting busses and passengers, vehicles count / reservations count for hotel rooms booked and new brochures approved to be displayed and distributed report. This internship is an excellent opportunity for the intern to learn about the tourism industry in North Carolina by being exposed to information about the state's various attractions and accommodations, to learn Welcome Center operations firsthand, to add anecdotal experiences to textbook knowledge regarding the tourism industry, and to actually have a direct impact on visitor spending by promoting the state.

**Major Tasks:** The intern will help staff the reception desk at one of the state's Welcome Centers, located on I-95 just inside our border with Virginia. The I-95N Welcome Center greeted nearly 1,569,637 visitors in 2011. Since this is not a clerical position, the intern will be trained to answer visitor inquiries and assist with routine Welcome Center duties, just like one of North Carolina's nationally certified travel counselors.

Additionally, and while the intern is exposed to the North Carolina visitors' demographics data, he or she will be making comparisons between that data and the Welcome Centers actual visitors' demographics trend.

**Final Product or Outcome:** The intern will become familiar with tourists destinations across the state, with a concentration on mountain attractions. Back in the classroom, the intern will be able to draw on individual experiences with tourists to add authentic anecdotes to textbook instruction, and have a frontline knowledge of the state's growing \$18.41 billion tourism industry based not only on the general demographics of visitors to the state but also to the Welcome Centers and the monthly reports that reflect an overall statistics about the program.

#### #16 (1) Kings Mountain

**Summer Travel Counselor**, Tourism, Film and Sports Development

**Major(s):** Tourism, Hospitality, Marketing, Business, Political Science, other

**Project Objective:** This project will expose the intern to North Carolina's visitors, who spent more than \$18.41 billion dollars in the state in 2011. The intern will interact with individuals and families one-on-one to learn what brings them to North Carolina, and it will give the intern a chance to influence the visitors' spending in the state. Tourism expenditures supported over 187,900 jobs in North Carolina and generated \$1 billion in state tax revenue in 2011. Also the intern will assist the Manager in completing the online state material inventory of Maps, Travel Guides, Wine Guides, ACCESS NC and Civil War Trail Maps; monthly reports such as foreign visitor count generated from guest registry log, motor coach bus report generated by counting busses and passengers, vehicles count / reservations count for hotel rooms booked and new brochures approved to be displayed and distributed report. This internship is an excellent opportunity for the intern to learn about the tourism industry in North Carolina by being exposed to information about the state's various attractions and accommodations, to learn Welcome Center operations firsthand, to add anecdotal experiences to textbook knowledge regarding the tourism industry, and to actually have a direct impact on visitor spending by promoting the state.

**Major Tasks:** The intern will help staff the reception desk at one of the state's Welcome Centers, located on I-85 just inside our border with South Carolina. The I-85S Welcome Center greeted nearly 631,445 visitors in 2011. Since this is not a clerical position, the intern will be trained to answer visitor inquiries and assist with routine Welcome Center duties, just like one of North Carolina's nationally certified travel counselors.

Additionally, and while the intern is exposed to the North Carolina visitors' demographics data, he or she will be making comparisons between that data and the Welcome Centers actual visitors' demographics trend.

**Final Product or Outcome:** The intern will become familiar with tourist destinations across the state, with a concentration on mountain attractions. Back in the classroom, the intern will be able to draw on individual experiences with tourists to add authentic anecdotes to textbook instruction, and have a frontline knowledge of the state's growing \$18.41 billion tourism industry based not only on the general demographics of visitors to the state but also the Welcome Centers and the monthly reports that reflect an overall statistics about the program.

#### #17 (1) Dobson

**Summer Travel Counselor**, Tourism, Film and Sports Development

**Major(s):** Tourism, Hospitality, Marketing, Business, Political Science, other

**Project Objective:** This project will expose the intern to North Carolina's visitors, who spent more than \$18.41 billion dollars in the state in 2011. The intern will interact with individuals and families one-on-one to learn what brings them to North Carolina, and it will give the intern a chance to influence the visitors' spending in the state. Tourism expenditures supported over 187,900 jobs in North Carolina and generated \$1 billion in state tax revenue in 2011. Also the intern will assist the Manager in completing the online state material inventory of Maps, Travel Guides, Wine Guides, ACCESS NC and Civil War Trail Maps; monthly reports such as foreign visitor count generated from guest registry log, motor coach bus report generated by counting busses and passengers, vehicles count / reservations count for hotel rooms booked and new brochures approved to be displayed and distributed report. This internship is an excellent opportunity for the intern to learn about the tourism industry in North Carolina by being exposed to information about the state's various attractions and accommodations, to learn Welcome Center operations firsthand, to add anecdotal experiences to textbook knowledge regarding the tourism industry, and to actually have a direct impact on visitor spending by promoting the state.

**Major Tasks:** The intern will help staff the reception desk at one of the state's Welcome Centers, located on I-77 just inside our border with Virginia. The I-77N Welcome Center greeted nearly 965,809 visitors in 2011. Since this is not a clerical position, the intern will be trained to answer visitor inquiries and assist with routine Welcome Center duties, just like one of North Carolina's nationally certified travel counselors.

Additionally, and while the intern is exposed to the North Carolina visitors' demographics data, he or she will be making comparisons between that data and the Welcome Centers actual visitors' demographics trend.

**Final Product or Outcome:** The intern will become familiar with tourist destinations across the state, with a concentration on mountain attractions. Back in the classroom, the intern will be able to draw on individual experiences with tourists to add authentic anecdotes to textbook instruction, and have a frontline knowledge of the state's growing \$18.41 billion tourism industry based not only on the general demographics of visitors to the state but also to the Welcome Centers and the monthly reports that reflect an overall statistics about the program.

#### #18 (1) Charlotte

**Summer Travel Counselor**, Tourism, Film and Sports Development

**Major(s):** Tourism, Hospitality, Marketing, Business, Political Science, other

**Project Objective:** This project will expose the intern to North Carolina's visitors, who spent more than \$18.41 billion dollars in the state in 2011. The intern will interact with individuals and families one-on-one to learn what brings them to North Carolina, and it will give the intern a

chance to influence the visitors' spending in the state. Tourism expenditures supported over 187,900 jobs in North Carolina and generated \$1 billion in state tax revenue in 2011. Also the intern will assist the Manager in completing the online state material inventory of Maps, Travel Guides, Wine Guides, ACCESS NC and Civil War Trail Maps; monthly reports such as foreign visitor count generated from guest registry log, motor coach bus report generated by counting busses and passengers, vehicles count / reservations count for hotel rooms booked and new brochures approved to be displayed and distributed report. This internship is an excellent opportunity for the intern to learn about the tourism industry in North Carolina by being exposed to information about the state's various attractions and accommodations, to learn Welcome Center operations firsthand, to add anecdotal experiences to textbook knowledge regarding the tourism industry, and to actually have a direct impact on visitor spending by promoting the state.

**Major Tasks:** The intern will help staff the reception desk at one of the state's Welcome Centers, located on I-77 just inside our border with South Carolina. The I-77S Welcome Center greeted nearly 292,835 visitors in 2011. Since this is not a clerical position, the intern will be trained to answer visitor inquiries and assist with routine Welcome Center duties, just like one of North Carolina's nationally certified travel counselors. Additionally, and while the intern is exposed to the North Carolina visitors' demographics data, he or she will be making comparisons between that data and the Welcome Centers actual visitors' demographics trend.

**Final Product or Outcome:** The intern will become familiar with tourist destinations across the state, with a concentration on mountain attractions. Back in the classroom, the intern will be able to draw on individual experiences with tourists to add authentic anecdotes to textbook instruction, and have a frontline knowledge of the state's growing \$18.41 billion tourism industry based not only on the general demographics of visitors to the state but also the Welcome Centers and the monthly reports that reflect an overall statistics about the program.

## COMMUNITY COLLEGES

### #19 (1) Raleigh

**Getting NC Students 21st Century Ready!**, Academic and Student Services

**Major(s):** Educational Policy, Public Policy, Education, Law, Government, History, Political Science, Communications, Accounting, Library Science, Public Service

**Project Objective:** Support NC's Core to College Grant Program Activities

**Major Tasks:** 1.) Assisting in the planning and management of Leadership Forums across the state where University Chancellors, Community College Presidents, Deans, Provosts, local LEA

Superintendents, central office staff and other key K-12 and Postsecondary leadership personnel will be convened to discuss and review state plans for implementation of the new Common Core State standards and new, 21<sup>st</sup> century assessments for students in North Carolina 2.) Communications activities such as writing, educational and policy research to inform a variety of Core to College programming 3.) Ongoing management of website and collateral materials related to the state's policy development of a shared definition for what it means to be college and career ready.

**Final Product or Outcome:** Successful convenings of policy makers from across the state, a report of information gathered and discussed at these convenings and a set of positive communication tools supporting broader awareness, understanding and policy actions for all North Carolina students being ready for postsecondary success in the 21<sup>st</sup> century.

### #20 (1) Raleigh

**Marketing and Public Affairs Assistantship**, President's Office/Executive Division

**Major(s):** We are open to any and all academic majors. However, Public Relations, Journalism, Marketing, Web/Graphic Design, Political Science and English majors would all be desired.

**Project Objective:** To aid in increased visibility of the North Carolina Community College System through feature articles/press releases, web design and marketing.

**Major Tasks:** Author various feature articles for submission to regional, state and national publications. Provide assistance in research related to speaking engagements and interviews. Assist in facilitating media requests. Assist in adding content to NCCCS Public Affairs/External Affairs web pages located on [www.ncccommunitycolleges.edu](http://www.ncccommunitycolleges.edu).

**Final Product or Outcome:** Several finished items for inclusion into writing portfolio (articles, press releases, etc.), increased knowledge of media relations/marketing, hands on experience in a fast paced environment that encompasses many aspects of higher education and the state government process.

## CULTURAL RESOURCES

### #21 (1) Raleigh

**DCR GIS Analyst**, Administration

**Major(s):** Geography, Computer Science, Engineering, Social Sciences, Planning

**Project Objective:** GIS Analyst to work on a department wide GIS Initiative.

**Major Tasks:** Working closely with staff to collect, digitize, format, and populate spatial databases using ESRI ArcSDE/ MS SQL Server technology stack. Work closely with team to design and implement mapping

applications and mobile applications using ESRI ArcServer APIs.

**Final Product or Outcome:** North Carolina Cultural Resource Statewide spatial mapping application that allows the public to create tours based on pasted and present cultural events. Resources may include mile markers, historic properties, civil war trails, museums, art events, and local arts and crafts establishments.

#### #22 (1) Raleigh

**History Camp Assistant Instructor**, Archives and History

**Major(s):** Education, Public History, Museum Studies, History

**Project Objective:** To expose an intern to the field of museum education and the tasks of developing and presenting curriculum-based programs to campers in completed kindergarten through 8th grade. To present a strong summer camp program for the museum public.

**Major Tasks:** The intern will assist Museum of History camp instructors by helping with half-day weeklong summer camps. Museum camps cover various aspects of North Carolina history and culture (i.e. World War II, maritime history, transportation history, etc). The intern will be involved in the preparation and setup of each camp and will be responsible for teaching portions of each camp. The intern will also have the opportunity to complete an independent project based on their own subject matter interest.

**Final Product or Outcome:** The intern will learn about North Carolina history through the museum's exhibits and camp curriculum materials and be able to translate information into materials and lessons plans suitable for children of various age levels and learning styles. The intern will gain valuable interactive, educational, and interpretive skills for teaching children through the implementation of summer camp programs and activities and through the development of an independent project.

#### #23 (1) Raleigh

**This Day in North Carolina History Internship**, Office of Archives and History

**Major(s):** History, English, Public History, Folklore

**Project Objective:** Project coordinators are trying to identify important dates in North Carolina history and culture, enter them into a database, and write 220-240 word essays about each topic. The essays will be submitted to the North Carolina News Network for distribution to radio stations and they will be posted on a departmental blog site. We will also consider other methods of publication including a desk calendar and a book.

**Major Tasks:** Adding entries to the database; research and writing essays on subjects related to North Carolina history, arts, music, and famous personalities; locating of images and sound clips for the website and radio production. The intern will have access to the state

library, the state archives, and various historical research files.

**Final Product or Outcome:** Project is being launched in October 2012 and will continue for at least a year—each month's submissions will be made about two weeks prior to the month's start.

#### #24 (1) Kure Beach

**Underwater Cultural Heritage Digital Development/Conversion**, Historic Resources  
**Major(s):** Anthropology, Archaeology, History, Geography, Library Science

**Project Objective:** To increase access to and usability of the historic shipwreck files, underwater archaeological site files, and maritime research files at the North Carolina Office of State Archaeology - Underwater Branch (UAB) for public education/outreach, researchers, and staff.

**Major Tasks:** Working under the direction of staff archaeologists and/or program managers: 1) Review and assess the various forms of unique cultural holdings at the UAB (site files, reports, maps, field notes, slides, videos, digital images, databases, survey data, etc.) 2) Organize and implement the digitization of an agreed upon subset of the overall collection. 3) Plan and/or prepare an efficient means to make the electronic collection available to staff and researchers.

**Final Product or Outcome:** The resulting digital collection will help archaeologists: to better manage existing data; to assist in preparing outreach information and educational presentations; to facilitate student, public, and professional research on aspects of North Carolina maritime history; and to provide elements for incorporation into a comprehensive management system for North Carolina's underwater cultural heritage.

#### #25 (1) Halifax

**African-American History Researcher**, Historic Sites

**Major(s):** History, African/African-American Studies, American Studies, Cultural Studies

**Project Objective:** To research Halifax's rich African-American history and write an interpretive tour script.

**Major Tasks:** Reading, analyzing, and documenting materials on the history of African Americans in Halifax, NC; as well as conducting research on important African American residents and editing and writing a tour script focusing on the history of African Americans.

**Final Product or Outcome:** A completed, historically accurate African American History Tour Script.

#### #26 (1) Durham

**Historic Site Interpreter**, Historic Sites

**Major(s):** History, Education, Parks, and Recreation, Tourism, Business

**Project Objective:** Learn about historic site and museum operations through various responsibilities to include historic interpretation and living history

(costumed interpreter), visitor services, retail gift shop operations, fundraising, research, marketing, public speaking, and lawncare and general maintenance.

**Major Tasks:** Visitor Services, historical research, retail gift shop operations at a historic landmark

**Final Product or Outcome:** Understanding of historic preservation of a historic landmark and museum.

#### #27 (1) Four Oaks

**Archival and Visitor Services Internship**, Historic Sites

**Major(s):** History, Public History, Social Studies Education, Museum Studies, or related major.

**Project Objective:** To allow for better access to the public for research materials about the Battle of Bentonville, the internship will digitize a portion of the Dr. Mark Bradley research files. Dr. Bradley is the foremost historian on the Battle of Bentonville and was kind enough to donate his research to the site. The site does not have a research library, so digital files will allow the site to make resources available to a wider audience. In addition, the intern will also get a great introduction to the field of historic site interpretation and visitor services.

**Major Tasks:** 50 percent of the internship will involve organizing and scanning primary resource related materials about the battle of Bentonville into a searchable PDF file. The other half of the project involves providing excellent visitor services to the site's visitors.

**Final Product or Outcome:** A section of the Bradley research files will be digitized and available for research, while the intern will have gained experience in archival management and museum visitor services.

#### #28 (1) Winnabow

**Historic Interpreter/Educational Assistant**, Historic Sites

**Major(s):** History, Public History, Museum Studies, Education, Archaeology, Anthropology

**Project Objective:** This purpose of this project to provide unique educational opportunities at Brunswick Town/Fort Anderson (BT/FA) State Historic Site through the use of guided costume tours, outreach literature, visitor services, and an interactive exhibit.

**Major Tasks:** The intern will assist members of BT/FA's permanent staff by conducting costumed tours and presenting interpretive programming; creating an interactive exhibit (known as a gallery cart); participating in visitor services; and researching and writing articles for the site newsletter.

**Final Product or Outcome:** A finished interactive exhibit (gallery cart); at least two articles for the site newsletter; and refined visitor services and programming. Intern will also gain invaluable experience working on a broad range of tasks in a museum/historic site setting.

#### #29 (1) Durham

**Historic Site Interpreter & Junior Interpreter Supervisor**, Historical Sites

**Major(s):** History, Public History, English, Communications, Anthropology

**Project Objective:** Provide the student with a hands on learning opportunity in the history/museum field and offering supervisory experience of young people.

**Major Tasks:** Provide visitor services by giving tours, greeting the public and answering questions. Act as the Junior Interpreter Supervisor. The Junior Interpreters are a group of young people ages 8-18 that learn and demonstrate 19<sup>th</sup> century skills and lifeways. The student would plan activities and supervise the children during special events.

**Final Product or Outcome:** Student will work closely with staff to learn the history of the site and provide visitor services. They will assist with developing programs and supervising the Junior Interpreters.

#### #30 (1) Halifax

**Marketing and Publicity Intern**, Historic Sites

**Major(s):** Business, Marketing, Communications, English, Journalism

**Project Objective:** To enhance the marketing and promotional materials of Historic Halifax State Historic Site.

**Major Tasks:** Create and update promotional publications and advertisements. Take/edit promotional photographs. Create layouts and templates for event flyers, press releases, public service announcements, and advertisements.

**Final Product or Outcome:** Creation of a site media kit and promotional materials disks containing templates/files for future use by site staff as well as division marketing/communications directors.

#### #31 (1) Greenville

**Architectural Field Services/Survey Investigation**, Historical Resources

**Major(s):** History, Historic Preservation, Museum Studies, Architecture, Education

**Project Objective:** Assist with architectural field studies of historic properties in rural counties, towns, and communities in northeastern North Carolina by producing floor plans of historic buildings in the region. Development a powerpoint presentation on the state and federal rehabilitation tax credit program that can be used to promote the preservation of historic buildings in northeastern North Carolina. Help create a digital library of architectural elements found throughout the region to be used as a ready reference for architectural history projects.

**Major Tasks:** Gather, organize, and present information about selected historic properties through photographs, mapping, measured drawings, written historical and architectural descriptions, oral interviews, and assisting with field documentation. Gather, organize, and compile

into a useful powerpoint presentation existing information on the rehabilitation tax credit programs utilizing textual and graphic materials. Create a digital library from existing photographs in the Eastern Office collection and supplement with new photographs from field trips.

**Final Product or Outcome:** Architectural and historical information will be gathered on properties not already surveyed and the sampling of buildings chosen will be in counties in the Eastern Office region unable to fund comprehensive county-wide architectural surveys. This information will be available for research in our main office in Raleigh and the Greenville office. The creation of the powerpoint program and the digital library will assist staff in making presentations on the tax credit program and on architectural history topics and can also be distributed to communities who wish to have the information available for local viewing.

### #32 (1) Beaufort

**Curatorial Research Intern, Maritime Museums**

**Major(s):** History, Museum Studies, Art History, Public History, Library Science, and Design.

**Project Objective:** The objective is for the intern to gain practical, hands-on experience in working with paper and 3-dimensional collections at a small history museum. The internship will serve as an introduction to museum work for any student considering a career in public history, archives, or preservation.

**Major Tasks:** The intern will perform historical and artifact research; learn to catalog items into the Proficio database; clean, mark, and prepare objects for storage or display; install and/or de-install artifacts in an exhibit; monitor and evaluate environmental conditions at the Museum; and to assist the Registrar in the documentation of new accessions, outgoing and incoming loans, as well as inventory.

**Final Product or Outcome:** The intern will leave the program with a good understanding of the different roles of staff at a small history museum and detailed knowledge of the responsibilities of curatorial staff. He or she will research and present a short program to the public and develop a report assessing a group of items in the collection.

### #33 (1) Beaufort

**Museum Education Program Assistant, State History Museums**

**Major(s):** American Studies, Museum Studies, History, Public History, Education, Marine Sciences, Environmental Studies/Sciences, Recreation and Tourism

**Project Objective:** The intern will receive an introduction to museum education programs; learn about facility operations and all museum departments, including collections, research and exhibit design. The intern will gain professional experience as a program assistant to staff educators for public in-house and field programs and summer camps. Finally, the intern will

utilize their own interests, skills and knowledge to create an original program, offer it to the public and evaluate its effectiveness.

**Major Tasks:** The intern will assist staff educators with conducting existing programs both in the museum and the field. Examples of programs include artifact-based presentations, estuary trail hikes and guided museum tours. The intern will record these programs and create updates for online publicity materials. The intern will also create an original education program and offer it to a public audience.

**Final Product or Outcome:** The intern will gain valuable experience in educational program design, implementation and evaluation. The museum will increase the scope and depth of its educational services based on the intern's contributions. The visiting public will be provided with more learning opportunities during their museum visit due to the assistance of the additional staff during the museum's busiest months.

### #34 (1) Elizabeth City

**Museum Collections Assistant, History Museums**

**Major(s):** History, Museum Studies, Anthropology, Public History, Humanities, American History

**Project Objective:** The intern will assist the members of the Collections staff in all phases of research, care, handling, and storage of artifacts that interpret the general history of thirteen northeastern North Carolina counties. The intern will also assist in maintaining necessary legal and paper documents and help in basic cleaning and conservation of a variety of artifacts such as historic fabrics, furniture, farm and industrial items, household furnishings, toys, and paper ephemera. This will afford excellent insight and training for museum work.

**Major Tasks:** Assist in research, movement, handling, and storage of the museum's general history artifacts. Provide help in cleaning, conservation, photographing, and measuring of artifacts. Research provenience, history, and legal status of artifacts within collections. Take part in weekly meetings of the entire museum staff and in periodic meetings and discussions with the exhibit development team, of which Curator and Collections Specialist are members.

**Final Product or Outcome:** Final Product or Outcome Anticipated: Artifacts will be properly assessed, cleaned, photographed, and packed with appropriate paperwork completed. Necessary measurements will have been taken for entry into state collections computer system. Collections will be in better storage and more accessible for use in exhibits for many years in the future.

### #35 (1) Fayetteville

**Fayetteville Arsenal Education and Research Intern, State History Museums**

**Major(s):** Public History, U.S. History, Museum Studies, Social Studies or History Education, Archaeology, Public Relations, Communications

**Project Objective:** Organize and catalog the Museum of the Cape Fear's existing Arsenal research files so that they are easily searchable and accessible by staff and other researchers in preparation for the Sesquicentennial of the Carolinas Campaign and the destruction of the Fayetteville Arsenal. Address the influx of Civil War tourists due to the Sesquicentennial by providing additional interpretation of Arsenal Park through guided tours.

**Major Tasks:** Collect and organize all research material related to the Arsenal located at the Museum of the Cape Fear, to include newspaper articles, photographs, drawings, letters, blueprints, maps, and secondary research documents. Provide guided tours of Arsenal Park and assist with visitor services and educational programs at the Museum Complex.

**Final Product or Outcome:** The Fayetteville Arsenal research files will be well organized in an easily searchable format and compiled in one location at the museum. Guided tours of Arsenal Park will enhance the historical and educational experience for Civil War tourists and other visitors during the Sesquicentennial commemoration of the war. The intern will gain experience in many aspects of the field of public history, including archives and research, museum education, historical interpretation, and museum operations.

## ENVIRONMENT AND NATURAL RESOURCES

### **#36 (1) Raleigh**

#### **Laboratory Data System, Air Quality**

**Major(s):** Computer Science, Information Systems, Chemistry, Environmental Science, Environmental Engineering, Environmental Studies, Engineering, Mathematics, Statistics

**Project Objective:** Toxics Protection Branch Laboratory operates an urban air toxics monitoring network across North Carolina, conducts special studies and responds to emergencies involving toxic releases. Samples are routinely collected at six sites in North Carolina cities and sent to the lab for analysis. At present there is no comprehensive system to track the entire process and manage data. The objective is to create a data base system for the Toxics Protection Branch Laboratory. Several modules have been created previously by summer interns. Several more modules are needed for the system to be fully functioning.

**Major Tasks:** Study laboratory operations, create data tables, data transfer procedures and software, create standard queries and reports using Visual Basic for Applications in MS Access, MS Excel, etc. or other legally obtained software (true freeware) on a network drive. Write instructions and procedures. Riggedness test software and procedures. Train staff on the use of the software.

**Final Product or Outcome:** A data system to track samples and analyses, to analyze results into meaningful presentation quality tables and graphs, and to track status. Commented source code should be

transferred to laboratory staff. For the intern, experience creating a real world system and working with users (customers) to deliver a product.

### **#37 (1) Pine Knoll Shores**

#### **Husbandry Intern, Aquariums**

**Major(s):** Biology, Marine Biology, Marine Science, Ecology, Natural Science

**Project Objective:** Interns will be immersed in all aspects of aquatic animal husbandry. During the summer program, interns will discover the inner workings of a large public aquarium. After a short training period, they will become involved in the daily workings of our facility. They interns will learn the importance of animal nutrition, food preparation, exhibit maintenance and disease prevention and treatment. The intern will be able to use this working knowledge of public aquariums in their search for permanent employment at an aquarium or related facility. People looking at new hires are always impressed by candidates that have applied the knowledge learned in the class room to applicable skills in the field.

**Major Tasks:** Summer interns will be involved in nearly every task performed by our full time husbandry staff. This will include: animal acquisition, transport, quarantine protocols, disease identification, disease control, diet preparation, feeding, and exhibit maintenance.

**Final Project or Outcome:** At the end of the program the interns will be familiar with most aspects of aquarium operation. The intern will be able to make the decision if working at a public aquarium is the path they want to take with their career and they will be able to use this working knowledge as an advantage over students that have not applied their "book" knowledge to the working world. Each intern will also be required to present the findings from a project.

### **#38 (1) Manteo**

#### **Education Intern, Aquariums**

**Major(s):** Biology, Environmental Science, Oceanography, Parks and Recreation, Marine Biology, Education

**Project Objective:** The education intern will gain teaching and public speaking experience in a fun and exciting non-formal environment.

**Major Tasks:** The education intern will present live animal programs, dive shows, interpretive talks at touch tanks and feeding programs, and interact with large numbers of visitors to the aquarium. Intern must be able to handle live animals such as invertebrates, reptiles, amphibians, and small mammals. Will work with other education staff and volunteers to engage all ages.

**Final Product or Outcome:** The education intern will gain confidence, experience, and knowledge and have a great summer living and working at the beach. A final project will be required at the end of the internship - may develop an educational program, teaching aids or props to enhance the education department's offerings to the public.

**#39 (1) Manteo**

**Exhibit and Graphic Design Projects Intern, Aquariums**

**Major(s):** Graphic Design, Exhibit Design, Multimedia Design

**Project Objective:** To gain experience in the areas of exhibit design, graphic design and multimedia design for public components at the North Carolina Aquarium on Roanoke Island.

**Major Tasks:** Intern tasks include, but are not limited to, exhibit design (including team brainstorm and idea development, conceptual sketching, exhibit installation, fabrication, maintenance and repair), use of design software to develop educational signage, advertising materials and multimedia projects, and fabrication and production of exhibit components

**Final Product or Outcome:** Interns should expect to leave internship with the knowledge of how exhibits impact public experience, knowledge and understanding of indigenous North Carolina marine and aquatic life, some hands and technical skill sets with display and design equipment, and the possibility of portfolio pieces.

**#40 (1) Manteo**

**Special Activities Instructor Intern, Aquariums**

**Major(s):** Biology, Marine Science, Marine Biology, Environmental Science, Environmental Education, Natural Resources, Natural Science, Zoology, Education, Parks and Recreation

**Project Objective:** The Roanoke Island Special Activities Intern will have the opportunity to help educate the public through an array of fun programs and activities in an effort to “inspire appreciation and conservation of North Carolina’s aquatic environments.” This project will immerse an intern in education experiences both on site and in the field with groups of all ages.

**Major Tasks:** The Special Activities Intern at the North Carolina Aquarium on Roanoke Island would be heavily involved in preparations and instruction of hands on programs. Such program include but are not limited to: children’s summer camps, fishing programs, kayak eco-tours, behind the scenes tours, marine animal/feeding programs, craft classes, birthday parties, overnight programs, and field trips to the beach and estuary. Daily requirements of the intern may include conducting programs, assisting with summer camp, handling live animals, assembling education materials, and driving a fifteen-passenger van for field trips. The intern may also assist with other daily program responsibilities inside the main public areas of the Aquarium, such as live animal programs, interactive dive programs, games, and craft/information tables. Programs run heavily during the week, some evenings, and occasionally on weekends.

**Final Product or Outcome:** The intern will gain teaching experience, practical work experience, and exposure to associated skill sets in a non-traditional marine science setting with both summer camp children and families. Visitors to the NC Aquarium on Roanoke

Island who participate in Special Activity programs will benefit from additional staff that can provide a more personal and safe program experience.

**#41 (1) Kure Beach**

**Conservation Education, Aquariums**

**Major(s):** Any of the Natural Sciences: Marine Biology, Zoology, Biology, etc., Education, Environmental Education, Parks and Recreation, Environmental Science, Environmental Studies, Science Education

**Project Objective:** This position provides an opportunity to inspire an appreciation for, and conservation of, North Carolina’s aquatic environments primarily through off-site educational programs. The intern implements informal education programs, providing accurate and current information, and completes a project to contribute to the aquarium’s education mission. The aquarium offers a fun and exciting work environment. The successful intern will be energetic, enthusiastic and passionate about the stewardship of North Carolina’s natural resources. Environmental education in an aquarium setting can be an exciting career option for science and/or education majors.

**Major Tasks:** Contribute to educational programs, including free and fee-based programs both off-site and at the aquarium. Act as an outreach instructor, leading educational programming for a variety of audiences in locations around southeastern North Carolina. Handle live animals such as marine invertebrates, reptiles and amphibians. Assist aquarium education staff and volunteers with interpretation at exhibits, summer camp activities, and other education related duties. Gain knowledge of and experience in all aspects of aquarium operations.

**Final Product or Outcome:** Aquarium visitors and off-site audiences who are well informed about North Carolina’s natural resources and satisfied with their visit and/or program. One or more of the following: Content and activity to be used in conjunction with an outreach or summer camp program; Content and activity to be used in conjunction with an on-site program or interpretative cart; informational piece for public consumption.

**#42 (1) Manteo**

**Propagating and Maintaining North Carolina Native Plants for Educational Display, Aquariums**

**Major(s):** Horticulture, Botany, Biology, Ecology, Environmental Science, Landscape Design

**Project Objective:** Coastal native plants of North Carolina are selected, propagated and grown for use in the Aquarium’s conservatory and other exhibits, for demonstration landscaping, and for the annual native plant sale.

**Major Tasks:** Plant propagation by various methods, e.g. seeding, stem cuttings, layering and division. Maintenance of container nursery, including watering, pruning, and pest management. Transplanting and re-

potting of nursery stock. Assistance with installation of plants in aquarium exhibits and landscaping

**Final Product or Outcome:** The Aquarium's horticulture program will be better able to meet goals and objectives, including increased diversity of the native plant collection, with the assistance provided by a seasonal intern.

#### #43 (1) Manteo

##### **Husbandry Intern, Aquariums**

**Major(s):** Biology, Marine Biology/Science, Ecology, Natural Science, and Environmental Science

**Project Objective:** Intern will be immersed in all aspects of aquarium animal and plant care. During the summer program interns will discover the inner workings of a large public aquarium. After a short training period, they will become involved in the daily workings of the Aquarium facility.

**Major Tasks:** Summer interns will be involved in most of the tasks performed by our husbandry staff. This will include: water quality monitoring, animal acquisition, transport, quarantine protocols, disease identification, disease control, diet preparation, feeding, exhibit maintenance, and aquarium maintenance.

**Final Product or Outcome:** At the end of the program, interns will be familiar with many of the aspects of caring for an aquarium's live animal and plant collection.

#### #44 (1) Beaufort

##### **Stewardship and Research Intern, Coastal Management**

**Major(s):** Environmental Science, Biology, Natural Resources, Marine Biology, Ecology, and other related environmental majors

**Project Objective:** Assist the Reserve Research Coordinator and Rachel Carson Reserve Site Manager in research, natural resource monitoring, and stewardship activities.

**Major Tasks:** Marsh ecology sampling, assisting with feral horse monitoring, site patrols, marine debris monitoring and removal, trail maintenance, water quality equipment maintenance and deployment, and monitoring of protected species.

**Final Product or Outcome:** Reserve's 2013 marsh ecology monitoring will be completed. The trails on the Rachel Carson Reserve will be maintained during the summer growing season. The intern will likely be able to identify and/or focus their academic and/or professional goals based on exposure to a diverse array of hands-on experiences.

#### #45 (1) Wilmington

##### **Species of Concern Monitoring and Outreach Intern, Coastal Management**

**Major(s):** Marine Biology, Environmental Studies, Environmental Education, Conservation Biology, Natural Resources Management, Parks and Recreation Management

**Project Objective:** To provide the intern with field experience, particularly related to management of species of concern on protected publicly owned lands. To locate, record, protect and monitor sea turtle nests and ground nesting shorebird nests, as well as document success of reproduction and impacts of predators on select portions of the Masonboro Island National Estuarine Research Reserve. To assist in other biological monitoring activities such as diamondback terrapin population surveys, vegetation cataloguing activities, and species occurrence list updating. To educate visitors about species of concern and monitoring programs.

**Major Tasks:** The intern will conduct regular patrols of specific lengths of the island to identify sea turtle and shorebird nesting activity; protection of nests and nesting areas will be accomplished using protective structures, signage, and posting of closure areas. The intern will also record shorebird nesting success data and turtle nest hatch data for submission to NC Wildlife Resources Commission databases. The intern will conduct educational programs for visitors to provide information about natural history of species of concern and monitoring programs at NCNERR.

**Final Product or Outcome:** Reproductive success data submitted to appropriate agencies. Outreach program materials created. Development of knowledge and skills related to biological monitoring activities.

#### #46 (1) Beaufort

##### **Marine Science Education Intern, Coastal Management**

**Major(s):** Life Science, Education, Physical Science  
**Project Objective:** Students will learn about estuarine ecology, oceanography, marine biology and coastal processes. They will also learn how to translate science information into age-appropriate learning materials and activities. The intern will learn different pedagogical techniques for use in the classroom and in informal teaching settings. They will also gain valuable hands-on science teaching experience, public speaking skills, leadership skills and organizational skills necessary to be a successful educator.

**Major Tasks:** The intern will assist the Reserve Education staff with summer marine science camps, field trips and classroom activities. The intern will be involved in developing and presenting curriculum-based programs to a variety of age groups (pre-school through high school). The intern will be responsible for teaching portions of each program and will be encouraged to develop innovative exercises and activities to include in the summer camps and programs. A significant portion of the intern's time will be spent in the preparation of activities and the rest of the time will be spent teaching students or leading field trips.

**Final Product or Outcome:** The intern will be involved in all aspects of the marine science summer camp development including program scheduling, student registration, curriculum development and teaching. The

intern is expected to develop several hands-on science activities that will be used during the summer programs and posted on our website for teacher use.

#### #47 (1) Kitty Hawk

**Natural Resource Management Assistant**, Coastal Management

**Major(s):** Natural Resources Management, Biology, Environmental Studies/Science, Marine Biology, Parks and Recreation

**Project Objective:** To provide experience in coastal resource management. The intern will assist site manager with inventory/monitoring, stewardship, and research activities at the Buxton Woods, Kitty Hawk Woods, and Currituck Banks components of the NC Coastal Reserve. The intern will be involved in day to day activities that will allow him/her to develop an understanding of the complex and challenging field of resource management.

**Major Tasks:** Inventory and monitoring duties will involve conducting surveys for various taxa including herpetofauna, fish, birds, insects and plants. Stewardship activities will include invasive species documentation and removal, debris removal, water quality monitoring, trail maintenance, and managing visitor use of protected lands.

**Final Product or Outcome:** Intern will be responsible for completing a final report summarizing the management activities conducted. This will include analysis of inventory and monitoring data and management recommendations related to issues experienced while conducting stewardship activities.

#### #48 (1) Elizabeth City

**Fisheries and Habitat Assessment Surveys of Albemarle Sound**, Marine Fisheries

**Major(s):** Marine Biology, Fisheries Science, Biology, Zoology, Ecology, Environmental Science, Wildlife Management, or any related fields

**Project Objective:** The intern will assist fisheries technicians and fishery biologists in a wide range of on-going research and monitoring of anadromous and non-anadromous stocks in Albemarle Sound. The field office conducts fishery dependent and independent surveys which employ an array of gear and techniques in order to research, monitor, and assess finfish species important to the state, as well as many east coast fisheries.

**Major Tasks:** Actively participate in a variety of field and laboratory work experiences in order to collect biological data from commercially and recreationally important fish species: Fishery dependent sampling of finfish landed by seasonally employed commercial gear (pound nets, fyke nets, gill nets, crab pots); Collect and prepare ageing structures (scales, otoliths, and spines) from finfish; Juvenile surveys using trawls and seines to sample various juvenile finfish species as part of a long term data base of juvenile abundance; Habitat

characterization of the inshore waters of North Carolina's Albemarle Sound including Submerged Aquatic Vegetation density, and identification.

**Final Product or Outcome:** The intern will experience a variety of field and laboratory techniques that are basic to fishery science data collection and essential input for stock assessments.

#### #49 (1) Manteo

**North Carolina Division of Marine Fisheries (NCDMF) Assessment and Management of Coastal Fisheries Resources on the Outer Banks**, Marine Fisheries

**Major(s):** Marine Biology, Fisheries Science, Biology, Zoology, Ecology, Environmental Science

**Project Objective:** Assist in various NCDMF independent and dependent sampling programs, collecting data essential to assessing finfish stocks and in the development of North Carolina fishery management plans.

**Major Tasks:** Fishery independent experience includes trawling for juvenile finfish, fishing gill nets for adult fish or fishing long line gear for adult red drum from various locations along the Outer Banks including Pamlico Sound, Roanoke Sound and Croatan Sound. Fishery dependent sampling experience includes dock side sampling of commercially harvested finfish and crabs from a variety of fishing gear (pound nets, gill nets, long hauls) utilized along North Carolina's Outer Banks during the summer season.

**Final Product or Outcome:** Experience a wide variety of fishing gear techniques typically used in the collection of fisheries information for the management of fisheries resources. Skills learned are invaluable introductory experiences for those individuals interested in a career in fisheries sciences.

#### #50 (1) Raleigh

**Living Conservatory Assistant Curator**, Museum

**Major(s):** Biology, Zoology, Horticulture, Botany, Education, Museum Studies, Environmental Education, Parks and Recreation, Science Education, Natural Resources, Natural Sciences, Conservation Biology, Adult Education, or related majors

**Project Objective:** The Living Conservatory, a recreation of a Central American dry tropical forest, is the Museum's premier immersion experience. The intern will assist in presenting the Living Conservatory to the visiting public and will help maintain the exhibit's collection of living plants and animals. In addition to daily exhibit duties, the intern will be responsible for a special project that enhances visitor experience to the Conservatory and for assisting with educational programs that focus on the tropics. The intern will also work closely with museum volunteers on a daily basis.

**Major Tasks:** The intern will help run the Conservatory daily, presenting education and interpretation of the tropics. This person will assist with care of the plants and animals within the exhibit, work with volunteers and

staff on other tasks as necessary and design / develop a special project. Potential projects include development of a cart program to enhance visitor learning and experience, studying the lifespan of different species of butterflies by tagging and tracking them over the course of the summer, developing a method for assessing/evaluating visitor experience or the intern may come up with a new idea for a project.

**Final Product or Outcome:** The intern will gain knowledge and skills working with the public in a unique immersion setting. This person will complete a final project to be included in their portfolio, documenting their Museum experience and develop additional educational materials for use by staff and volunteers. The intern will become an integral part of the Conservatory staff especially pertaining to the communication of topics related information to the general public.

#### #51 (2) Raleigh

##### **Program Animal Collection Intern, Museum**

**Major(s):** Biological Sciences, Zoology, Fisheries & Wildlife Sciences, Environmental Sciences, Natural Resources, Animal Science, any Pre-Vet Program

**Project Objective:** Interns will work alongside Program Animal Collection curators in the day to day management and critical care of a diverse living collection (small mammals, birds, amphibians, reptiles and invertebrates) of over 200 individuals used exclusively for the purpose of delivering in house and outreach programming. Interns will participate first hand in the decision making processes critical to balancing a high quality of life of a working collection while meeting the demand of live animal requests for a wide variety of educational opportunities offered by the NC Museum of Natural Sciences.

**Major Tasks:** Assist curators with daily husbandry of the Program Animal Collection, including but not limited to preparation and distribution of animal diets, maintenance/refurbishment of animal enclosures, observation of animal condition and attitudes, animal enrichment, assistance with short term and long term upfit projects within the facility, animal handling and conditioning practice, minor medical management practices for certain species.

**Final Product or Outcome:** Interns will produce a document related to a specific taxon within the collection or a species for potential acquisition for our collection covering the species' natural history, information regarding established captive husbandry practices, any challenges faced with captivity (disease, stress, etc) and why this species would work for our collection.

#### #52 (1) Raleigh

##### **Summer Camps Intern, Museum**

**Major(s):** Early Childhood Education, Biology, Zoology, Botany, Natural Sciences, Education, Environmental Education

**Project Objective:** To enhance the knowledge and experience of an intern with the NC Museum of Natural Sciences as an institution, research facility, and educational resource through summer camps. The Museum's summer camps are fun, informal opportunities for learning through hands-on activities, fieldtrips, games, and crafts. The intern will assist prekindergarten through eighth-grade campers as they learn about a wide variety of topics (space, aquatic environments, dinosaurs, etc.) while using live animals, natural history objects, and props like models. Interns will also interact with parents of campers to ensure clear communication of daily activities and learning objectives.

**Major Tasks:** Ensure smooth transitions during drop-off/pick-up for summer campers; interact and communicate with children, parents of campers, Museum staff, and researchers in a professional manner; photo document daily (and potential overnight) activities for parents and upload these photos to shared site; design, develop, and implement fun learning activities, fieldtrips, and games for a variety of camp themes particularly during "lunchtime at the museum."

**Final Product or Outcome:** Experience managing/leading groups of children from diverse backgrounds while teaching about numerous natural history topics. Creation of a photographic and written portfolio of educational activities/games. A positive experience for all campers as they learn by hands-on observation of real animals, objects and specimens.

#### #53 (1) Raleigh

##### **Discovery Room Intern, Museum**

**Major(s):** Early Childhood Education, Biology, Education, Natural Sciences, Environmental Education

**Project Objective:** To enhance the knowledge base of an intern with the NC Museum of Natural Sciences as an institution, a research facility, and an educational resource through the Discovery Room - an intergenerational, interactive exhibit area where Museum visitors can learn from direct contact with specimens, objects and Museum staff. The intern will assist visitors of all ages and backgrounds in having a valuable, hands-on learning experience by using live animals, real objects, specimens from nature, and props such as puppets, puzzles, and costumes.

**Major Tasks:** Keep the Discovery Room open during operating hours; interact with Museum staff, curators, researchers, docents, and visitors in a professional manner; maintain, develop, field test, and evaluate current and new Discovery Room boxes, drawers, text, and specimens; assist with the maintenance and care of native plants and animals.

**Final Product or Outcome:** Produce a Discovery Room activity highlighting a North Carolina native plant, animal, and or habitat that connects the Museum and the interest of the intern; a portfolio of written and photographic materials of experiences at the Museum; a positive experience for all visitors as they learn by hands-on observation of the real objects and specimens.

**#54 (1) Raleigh**

**Prairie Ridge Ecostation for Wildlife and Learning, Museum**

**Major(s):** Biology, Science Education, Forestry, Parks and Recreation, Wildlife Management

**Project Objective:** Prairie Ridge is the field station for the NC Museum of Natural Sciences. Groups of students, teachers, and the public learn about North Carolina's wildlife, natural habitats, and sustainable living features through programming and exploring at the 45 Acre site. Projects are determined by the intern's capabilities and interests and the current needs of Prairie Ridge.

**Major Tasks:** The intern will help design, plan, and implement a mutually agreed upon project, working independently when possible but receiving guidance and assistance when necessary. Projects might be in the area of citizen science, environmental education, public relations and fundraising, species inventories, or The Sustainable Sites Initiative.

**Final Product or Outcome:** Intern will gain experience in helping to define, plan and implement a project of his/her interest and Prairie Ridge needs as well as gaining knowledge of both the process and the subject matter. The intern will develop educational materials as appropriate and create a notebook outlining their project. Prairie Ridge will gain improvements of the habitats and infrastructure of the site and/or products to allow the general public better access to the flora and fauna.

**#55 (1) Raleigh**

**Naturalist Center Intern, Museum**

**Major(s):** Environmental Science, Biology, Zoology, Entomology, Fisheries and Wildlife Science, Botany, Earth Science, Geology, Marine Biology, Science Education, and Communications

**Project Objective:** Provide an internship opportunity that will allow an individual to learn how to manage a public-access research collection, acquire skills in the preparation, curation, and exhibition of research specimens, and develop a teaching resource based on some aspect of North Carolina natural history. The Naturalist Center is the one of the most interesting and interactive areas of the museum. It is a gallery where the public is offered a hands-on experience with research specimens, with an emphasis on specimens from North Carolina.

**Major Tasks:** The intern will help run the Naturalist Center by presenting orientations to visitors, informing them how to properly observe and handle specimens in the research collection. The intern will also interact with visitors while they explore the Naturalist Center, guiding visitors in the gallery, providing assistance to guests, and answering questions related to natural history. The intern will assist visitors using the Naturalist Tables, which are interactive computer field guides designed to engage visitors through the use of technology and expose them to a variety of natural history information about specific specimens housed in the Naturalist

Center. Further, the intern will develop expertise while working with the Naturalist Center's collection of North Carolina flora, fauna, and/or geology, and they will develop an educational exhibit, topic box, or class to be used in the Naturalist Center or in schools.

**Final Product or Outcome:** The intern will gain knowledge and skills in working with the public in a unique science education setting. He/she will also learn museum specimen preparation, curation, and exhibition techniques, and have the opportunity to explore other areas of museum education. He/she will develop an educational exhibit, topic box, or class which will be included as part of a portfolio documenting their summer experience.

**#56 (1) Raleigh**

**Natural World Investigate Lab Assistant, Museum**

**Major(s):** Science majors – Can be either in the natural sciences or physical sciences – computers skills are also important.

**Project Objective:** Research, develop, and present educational programs or exhibits designed for public hands-on science lab settings located within the Museum's Nature Research Center ([www.naturalsciences.org](http://www.naturalsciences.org)). The Investigate Lab areas are open seven days a week to hundreds of visitors per day. The programs or exhibits developed for these spaces will provide relevant and accessible activities designed to help museum visitors understand current science research. The topics covered are Natural History, Biodiversity, and laboratory techniques.

**Major Tasks:** Choose topic of interest. Research and develop the topic. Observe and model from existing programs or exhibits, staff presenters and volunteers. Design (and build if necessary with museum staff help) a program or exhibit for the Natural World Investigate Lab that can be tested and presented to visitors by the end of the internship.

**Final Product or Outcome:** A final program (class) or a final (or prototyped) exhibit appropriate for general museum visitors. The topic of this final product will be appropriate to the Natural World Investigate labs.

**#57 (1) Raleigh**

**Museum Web Development Intern, Museum**

**Major(s):** Computer Science, Natural Science

**Project Objective:** The Web Development team at the NC Museum of Natural Sciences is seeking an intern to work with designers and technical staff, marketing staff, exhibit and education staff in the design and development of a mobile website with interactive and multimedia elements, in addition to collection and analysis of visitor/web interaction data. This is an opportunity to work alongside a small team of web design professionals and gain exposure to some of the variety of work that is needed to support the Museum. Interns must be able to work at a computer station for

extended periods of time. Interns will also interact with the public gathering data and testing applications.

**Major Tasks:** Assist with updating the Museum's new website. Help develop and maintain new web content. Conduct research and usability testing on the Museum's website and mobile applications. Help track and report on web analytics.

**Final Product or Outcome:** Intern will help updating our mobile website and creating new mobile web application demos, most likely for the iPhone and iPad.

#### #58 (1) Raleigh

##### **Micro World Investigate Lab, Museum**

**Major(s):** Biology, Biochemistry, Microbiology, Genetics, Molecular Biology, Bioengineering, Chemistry, Science Education, Museum Studies, Bioinformatics

**Project Objective:** Research, develop and present natural science activities or exhibits to visitors of the Micro World Investigate Lab, one of three hands-on teaching labs located in the Museum's Nature Research Center. The activities or exhibits developed for this lab will help museum visitors understand current scientific research. Topics for activities will depend on intern's interest and expertise. Additional project objective involves gaining experience in running a teaching lab and interacting with museum visitors of all ages and abilities.

**Major Tasks:** Choose topics of interest and conduct appropriate research. Design an activity or exhibit for the Micro World Investigate Lab that can be tested and presented to visitors by the end of the internship. Assist with the daily operation of the lab.

**Final Product or Outcome:** An activity or exhibit that teaches visitors about a particular natural science concept or research project.

#### #59 (1) Raleigh

##### **Youth Programs Intern, Museum**

**Major(s):** Education, Science, Education, Environmental Science, Zoology, Wildlife Sciences, Psychology, Biology, Natural Resources. Junior or above preferred but open to all ages.

**Project Objective:** The Youth Programs Intern's main objective will be serving on the leadership team for our residential summer camps targeting middle school boys and girls who are interested in science. The intern will take an active role in organizing, preparing for, and running these camps (three total). As time allows, the intern will assist with other Museum programs, including the teen TV program, Junior Volunteer program, Junior Curator program, and Museum-based summer camps. The intern will also have opportunities to experience areas of personal interest within the Museum, learn about natural sciences, and become trained in the handling of live animals.

**Major(s):** Participate as a co-leader for the residential summer camp programs, including activity development, planning, and implementation of camp. Help prepare

participant information materials, activity planning, and scheduling of activities. Assist with youth programming and leading Museum-based summer camp programs as needed.

**Final Product or Outcome:** Intern will develop and organize instructor and participant notebooks for Outdoor Ed-venture camps. Intern will gain leadership and youth program coordination skills by participating in leadership team of three week-long camp experiences. Intern will learn general North Carolina natural science information, gain programming experience, and work with a variety of age groups. Other duties as assigned.

#### #60 (1) Raleigh

##### **Freshwater Turtle Conservation via Captive Breeding and Education, Museum**

**Major(s):** Biology, Zoology, Natural Science, Pre Veterinary, Animal Science. Second choices: Botany, Horticulture, Environmental Science, Forestry, Chemistry, Education

**Project Objective:** To promote the conservation of freshwater turtle fauna in North Carolina and globally via the development of captive breeding programs (and methods relevant to them) and increased public awareness of the value of and risks to the conservation of freshwater turtles (by exhibiting live turtles and conducting outreach and education on these topics). The project includes work with one of the world's most endangered turtles, *Cuora mccordi*. Exhibits and programming on this species are part of the museum's new Nature Research Center.

**Major Tasks:** Basic hands-on work caring for a collection of live native and exotic freshwater turtles (including those in the museum's public exhibits). Development and delivery of educational programming (such as presentations or pamphlets) on the topic of freshwater turtles and their conservation.

**Final Product or Outcome:** An appreciation for and knowledge of freshwater turtles is essential to successful completion. Demonstrated skills in freshwater turtle husbandry and the development of at least one completed and approved topic-specific educational material (i.e. outreach program script, presentation, poster, pamphlet, popular press article, bibliography, etc.) for use in ongoing NC Museum of Natural Sciences programming are also required.

#### #61 (1) Raleigh

##### **Curator Assistant (Arthropod Zoo Intern), Museum**

**Major(s):** Background in the Natural Sciences is preferred (Major/Minor include: Wildlife Biology, General Biology, Zoology, Entomology, Ecology, and/or Chemistry)

**Project Objective:** It is the objective of this position to introduce and familiarize interested persons to the diversity of form and function of this planet's most diverse group of animals, the arthropods (incl. Insects, Arachnids, Crustaceans, and more!). Interns will learn

about arthropod care in captivity, their importance in the environment and many more aspects of how museums and zoos function behind the scenes.

**Major Tasks:** Daily maintenance of the “Living Arthropod Collection” and gallery, fieldwork, program development. The intern will play a role in the preparations of Special Events (including our annual “Bugfest” event).

**Final Product or Outcome:** Unlike other facets within this institution, the Arthropod Zoo requires constant upkeep. Since the emphasis of this gallery is live exhibits and live backup animals for educational programs, there is a “never ending” component with the need for renewal and maintenance. The intern will become an integral part of the gallery’s upkeep and an important member of the staff, especially as pertains to the dissemination of arthropod related information to the general public and staff. Interns will design and contribute to educational programs (i.e. “cart programs” and interact with the public testing the information and delivery of the programs designed).

#### #62 (1) Corolla

**Wildlife Educator, Sea Turtle Specialist - Outer Banks Center for Wildlife Education (OBCWE),**  
Wildlife Commission/Inland Fisheries

**Major(s):** Wildlife/Wildlife Biology, Biology, Fisheries, Science Education, Zoology, Natural Science, Natural Resource Mgt., Parks and Recreation, Conservation Biology, Environmental Education, Environmental Science, Marine Biology

**Project Objective:** This position will work closely with OBCWE and NEST volunteers to assist in the implementation of educational programs based at the Center and on the beach. Programs are designed to facilitate the conservation of the state's wildlife and interrelated natural resources and the environment humans share with them. Programs focus on hunting and fishing heritage, wildlife diversity, and citizen science initiatives including monitoring sea turtles, marine mammal strandings, and/or herp and bird surveys.

**Major Tasks:** Education Duties: creating education materials; deliver public programs with other OBCWE educators (Fishing, Kayaking, Archery, etc.); educational interpretation during field work; maintaining updates to the Sea Turtle exhibit and blog.

Field Duties: responding to sea turtle nests; responding to strandings; assisting in necropsy education programs of stranded turtles. Administrative Duties: recording stranding and nesting data; recording and reporting volunteer hours; communicating with volunteer networks and regional partners; organizing photos and samples from stranding events.

**Final Product or Outcome:** Increase number of education and conservation experiences that can be offered free to the public. Intern will gain experience in a non-formal setting teaching children and adults hands-on programs, gain knowledge and experience in wildlife

education and conservation, and gain experience in public speaking.

#### #63 (1) Pisgah Forest

**Wildlife Educator - Pisgah Center for Wildlife Education,** Wildlife Commission/Inland Fisheries

**Major(s):** Wildlife/Wildlife Biology, Biology, Fisheries, Science Education, Zoology, Natural Science, Natural Resource Management, Parks and Recreation, Conservation Biology, Environmental Education

**Project Objective:** The primary purpose of Wildlife Education is to administer and coordinate educational programs designed to facilitate the conservation of the state's wildlife and other interrelated natural resources and the environment humans share with these resources. The intern will teach existing programs to the Pisgah Center for Wildlife Education's program participants and interpret the exhibits to the center visitors.

**Major Tasks:** Teaching wildlife education programs to children (preK- high school) including fishing programs and visitor enhancements thru exhibit interpretation.

**Final Product or Outcome:** Increase number of education programs that can be offered free to the public. Intern will gain real world experience in a non-formal setting teaching children and adults hands-on programs, intern will gain knowledge in wildlife education, intern will gain experience in public speaking, intern will become valued member of PCWE team. Intern will understand the importance of the North Carolina Wildlife Resources Commission's mission which is “to conserve North Carolina's wildlife resources and their habitats and provide programs and opportunities that allow hunters, anglers, boaters, and other outdoor enthusiasts to enjoy wildlife-associated recreation.”

#### #64 (1) Raleigh

**Mapping Rare Species using GIS and Biotics Conservation Database,** Office of Conservation, Planning, and Community Affairs (OCPA)

**Major(s):** Biology, Botany, Zoology, Environmental Science, Natural Resources, Oceanography, Forestry, Parks, Recreation and Tourism Management and related majors.

**Project Objective:** Assist biologists at the NC Natural Heritage Program with updating records of rare, threatened, or endangered species in the Program's conservation database.

**Major Tasks:** Review and assess reports of rare species, map the location of rare species observations using a GIS-based application, and enter supporting data into a standardized database. This work may involve reading technical reports, including natural areas inventories and floristic surveys to identify data on rare species; performing searches of other biological databases to gather data; and evaluation of rare species information using NC Natural Heritage methodology.

**Final Product or Outcome:** The intern will help develop and maintain an accurate and up-to-date dataset on the

location and status of North Carolina's rare species. The NC Natural Heritage Program's data is provided to landowners, conservation organizations, and private citizens and is routinely distributed to consulting firms and local, state, and federal agencies. It is used in conservation planning and facilitates the design and implementation of ecologically sound development, infrastructure, and conservation projects.

**#65 (1) Carolina Beach**

**Assistant Park Ranger**, Parks and Recreation

**Major(s):** Parks and Recreation, Environmental Science, Environmental Education, Marine Science, Biology, or elementary or secondary education with a concentration in environmental education.

**Project Objective:** The primary objective of this project is to develop, present, manage and document ten weeks of environmental educational (EE) programs focused on the natural resources of Carolina Beach State Park. The secondary objective is to develop a trailside environmental education display.

**Major Tasks:** Intern(s) will present at least three environmental education programs a week. Intern(s) will develop two new EE programs, which will include an outline, bibliography and a list of materials needed to present each program. One trailside display will be constructed. Programs will adhere to the ADA Guidelines. Intern(s) will keep a daily journal of activities and time spent with each responsibility.

**Final Product or Outcome:** Two new interpretive programs both with outlines, bibliographies and material lists. A journal containing facts about the park and species in the park that were discovered during daily activities and responsibilities. One trailside display with an environmental education theme. Increased visitation due to regularly advertised environmental education programs and activities.

**#66 (1) Connelly Springs**

**Natural Resource Management Educator**, Parks and Recreation

**Major(s):** Biology, Natural Resources Management, Environmental Science, Wildlife Biology or other Natural Science related major, Education.

**Project Objective:** Provide the general public and organized groups with educational environmental programs. Educate park visitors and make them more aware of ongoing natural resource management projects in the park.

**Major Tasks:** Plan, advertise and provide educational environmental programs. These programs will focus on but not be limited to natural resource management projects (i.e. prescribed fire and exotic species control) that have been implemented in the park. Locate community volunteers to assist with and provide programs for park visitors.

**Final Product or Outcome:** Increase knowledge and awareness of the park's natural resource management program.

**#67 (1) Chimney Rock**

**Historical Archives Manager/Curator**, Parks and Recreation

**Major(s):** History, Library Science, Museum Science, Archaeology

**Project Objective:** Preserve 100-year written history of internationally known state park.

**Major Tasks:** Catalog, organize, digitize and preserve 100-year history of state park's documents, photos, brochures and etc.

**Final Product or Outcome:** An anthology of the history of Chimney Rock at Chimney Rock State Park that showcases a chronology of pictures, significant documents, maps, brochures, press releases, articles and other items that represent the 100-year history of this iconic tourist destination. Oral presentation of information to general public.

**#68 (1) Jefferson**

**Environmental Education, Natural Resources Research**, Parks and Recreation

**Major(s):** Education, Environmental Education, Environmental Studies, Natural Sciences, Parks and Recreation, Recreation Management

**Project Objective:** Actively participate in the development and presentation of basic park interpretive programs. Continue monitoring of lichens by taking photos and measurements of 80-90 lichens. Update and develop the Mt. Jefferson State Natural Area Junior Ranger programs. Assist with visitor services at visitor Center. Develop interpretive and historical site bulletins or audio CDs. Research may include some oral history interviews. Hiking and canoeing will be a part of the internship experience.

**Major Tasks:** Present interpretive programs, conduct monitoring of lichens, research, improve visitor center services. roving/hiking, working with the public and children. Public programs, hikes, park orientation, and book development including oral history interviews, Some photography.

**Final Product or Outcome:** Continued lichen monitoring, new park education programs, satisfied and enlightened park visitors, new junior ranger programs, oral history recording on CD.

**#69 (1) Connelly Springs**

**Natural Resources Inventory and Monitoring Intern**, Parks and Recreation

**Major(s):** Biology, Natural Resources Management, Environmental Science, Wildlife Biology or other Natural Science related major.

**Project Objective:** Identify and inventory flora and fauna found within South Mountains State Park and where each species is located. Also, monitor known populations of various species such as small whorled pogonia, bats, black bears, migratory songbirds and fish species.

**Major Tasks:** Investigate current databases and research papers to identify floral and faunal elements occurring in South Mountains State Park. Identify, inventory and record flora and fauna through field notes including GPS locations and digital photography. Assist with ongoing monitoring of certain species found within the park.

**Final Product or Outcome:** Expand the park's list of known flora and fauna on the Division of Parks and Recreation's Natural Resource Inventory Database (NRID). Increase the knowledge of the park's flora and fauna to allow park managers to make the best possible management decisions to protect native resources.

**#70 (1) Raleigh**

**Inventory, Monitoring and Research in NC State Parks, Parks and Recreation**

**Major(s):** Zoology, Wildlife Sciences, Fisheries Sciences, Botany, Ecology, Biology, Entomology, Marine Biology, Plant Ecology

**Project Objective:** To assist the inventory biologist with both inventorying and monitoring efforts within NC State Park units; to learn the various flora and fauna of the park system; to survey new parks for rare and common species; and to enter and record data in the Natural Resources Inventory Database (NRID).

**Major Tasks:** Through a variety of sampling techniques, the intern will assist the inventory biologist with surveys for rare and common species of plants, mammals, birds, reptiles, amphibians, fish, crustaceans, mollusks, insects and arachnids. These techniques could include snorkeling, live trapping, mistnetting, dipnetting, fire monitoring plots, rare plant monitoring, natural community delineation, and many others. Interns will be expected to camp occasionally, and carry moderately heavy (up to 50 lbs.) loads over moderate distances. The intern will also assist in the review of research permits, as well as data entry into the NRID.

**Final Product or Outcome:** The intern will be responsible for a portfolio of survey techniques used over the course of the summer, as well as input of all acquired into the NC DPR data system. They will also be asked to design a small-scale survey project at a park of their choosing.

**#71 (1) Raleigh**

**Groundwater Quality Assessment Technician, Water Quality**

**Major(s):** Geology, Environmental Science, Environmental Engineer, Natural Resource Management, Computer Science, Conservation, Mathematics

**Project Objective:** The Division of Water Quality (DWQ) has multiple groundwater quality datasets in various formats. The objective of this project will be to prepare a single, quality-checked dataset that can be mapped and included in a larger comprehensive groundwater database. This will assist DWQ's objective to develop a

comprehensive groundwater quality monitoring and planning program. This project will help provide essential baseline groundwater quality data in areas that could be subjected to hydraulic fracturing for shale gas extraction.

**Major Tasks:** Use GPS and GIS to determine geographic coordinates of monitoring points. Document quality control standards and other attributes associated with current and historical groundwater data records. Clean up historical data to prepare it for incorporation into the planned Groundwater Decision Support System. Depending on applicant's ability, create GIS data layers and maps of groundwater monitoring locations and groundwater quality.

**Final Product or Outcome:** Spreadsheets, GIS layers, and maps of historical and current groundwater quality monitoring network.

**#72 (1) Winston-Salem**

**Groundwater level and Quality Monitoring, Water Quality**

**Major(s):** Hydrogeology, Geology, Environmental Geology, Environmental Engineer, or Environmental Science

**Project Objective:** The Division of Water Quality (DWQ), Aquifer Protection Section Winston-Salem Regional Office (APWSRO), Resource Evaluation Program (REP) has established three groundwater monitoring and research stations in different hydrogeological units as part of investigation of ambient quality and movement of groundwater in the Piedmont and Blue Ridge Physiographic Provinces of North Carolina to fully understand the groundwater resource to ensure the high quality, long-term availability and sustainability of groundwater in the region. Further work to be conducted at these stations include (1) periodically measure groundwater and surface water levels, (2) collect water quality samples for lab analyses, and (3) investigate how groundwater interacts with surface water.

**Major Tasks:** The intern will be actively participating in a variety of field activities, but primarily tasks will include water level measurement, water quality sampling, data extraction from field deployed data loggers, and groundwater seepage rate measurement. Additionally, data processing in the office is anticipated.

**Final Product or Outcome:** The intern is expected to write a report that documents field activities, describes methods used in the field, compiles the data to be collected, and summarizes findings, which will be incorporated into the final project report.

## HEALTH AND HUMAN SERVICES

### #73 (1) Morganton

#### **Behavior Analyst or Psychology Internship,** Developmental Disabilities

**Major(s):** Behavior Analysis or Psychology. Would accept other majors such as social work or counseling with a behavioral interest

**Project Objective:** Participate in the daily activities of a behavioral psychology department at a state residential facility to problem solve issues of treatment and service delivery with the direct assistance of experienced psychology staff. Intern will be encouraged to select projects that provide service yet meet preferred experience of the intern. Also, intern will participate in departmental continuing education via reading groups and case review. Interns will be guided to solve problems utilizing experimental methodology. Help provided to present projects in a format conducive for use in poster or papers, presentations and/or publication. Use of a daily internship log encouraged.

**Major Tasks:** Daily activities consist of one or more of these events completed under the continuous guidance of the supervisor including: observe and participate in residential routines, identify problems including relevant literature, formal observation including definition, inter-observer agreement, and measurement, methodology including design, evaluation and write-up/edit

**Final Product or Outcome:** The goal is to complete service projects. Hard copies of project that are developed can be used as evidence of internship. Invitations to present project information are often made. Intern will maintain an internship log.

### #74 (1) Morganton

#### **Enhancing the Spiritual Growth for People With Developmental Disabilities,** Developmental Disabilities

**Major(s):** Psychology, Recreation, Religion, Philosophy, Social Work, Physical Therapy, Sociology, Human Services

**Project Objective:** The Covenant Center Chapel is the Religious Service Department of JIRDC. Its purpose is to support and to advance the spirituality of people who are developmentally disabled. The internship's purpose is to administrate a summer spiritual education program for the entire residential population who choose to participate (potentially 320). This will include recruitment and training of volunteers, coordination with JIRDC staff members and assisting with program implementation while developing a creative means of measuring residents' achievements in religious education.

**Major Tasks:** The major task will be to coordinate and implement a summer spiritual education program for people with developmental disabilities. To accomplish this, the intern will work closely with the Covenant Center staff, coordinate the program with 14 interdisciplinary teams, and recruit and train volunteers. The intern will also create a measuring tool to be used to document residents' responses to the program.

**Final Product or Outcome:** The implementation of the program, a formal written documentation of the measurements and a DVD presentation of the program for interested parties.

### #75 (1) Morganton

#### **Volunteer Program,** Division of State Operated Healthcare Facilities

**Major(s):** Communication, Sociology or other Human Service fields – Social Work, Psychology, Education or Special Education, Recreation, Non-Profit Management, Business

**Project Objective:** The Volunteer program matches youth-aged volunteers with staff and/or residents at J. Iverson Riddle Developmental Center - a residential facility for people with mental retardation and other types of developmental disabilities. The objective of this summer-volunteer project is to educate the youth about people with disabilities and to expose them to how the residents live their day-to-day lives. The program teaches the youth job skills, increases self confidence and promotes volunteerism within the community. The intern would assist in the program by directly managing the program with the Volunteer Coordinator responsible for the Volunteer Program.

**Major Tasks:** The intern is responsible for the general management of a diverse group of 50-70 youth involved in the program. This involves monitoring the Volunteers' daily activities; being a mentor/role model for the youth; matching the youth to volunteer sites; coordinating weekly meetings, field trips, lectures and special events; developing bi-monthly newsletter for Volunteers and supervisors; evaluation of the program; managing the program's budget; and record-keeping (documenting volunteer hours, etc.). Another pertinent task is to document the program through video and/or photographs. The intern will be expected to create a scrapbook and video presentation that will be used for reflection and an educational tool, and previewed at an end-of-summer recognition.

**Final Product or Outcome:** The outcome of the "Volunteer" program is to provide career exploration, positive job skill development, awareness of developmental disabilities and to provide a safe and educational environment for the youth. The final product created by the intern will be a scrapbook and video reflecting different job sites and the experiences of the youth volunteers.

### #76 (1) Morganton

#### **Broughton Hospital Junior Mentor Program,** Division of State Operated Healthcare Facilities

**Major(s):** Clinical Psychology, Psychology, Human Services, Social Services, Social Work, Sociology, Special Education

**Project Objective:** The Broughton Hospital Junior Mentor Program is specifically designed to meet four core objectives; to educate youth about mental illness,

foster mental health advocacy, develop career interest in psychiatric healthcare, and provide a service-learning opportunity through volunteerism.

**Major Tasks:** Responsible for general management of youth participants and coordination of program. Research and prepare lesson plans, activities and events to teach students about mental illness, psychiatric care, advocacy organizations, and North Carolina's mental healthcare system. Assist hospital department directors and staff in developing "department specific" mentoring activities that enhance each student's learning experience. Explore partnerships with community agencies and advocacy organizations to schedule guest speakers and events. Perform operational duties that include reviewing and updating handbooks, program policies, surveys, assessments, and other program materials.

**Final Product or Outcome:** Upon completion of this program, students and interns alike will have acquired a greater knowledge and understanding about mental healthcare to become strong advocate leaders for mental health within their schools, colleges, universities and community.

**#77 (1) Butner**

**Volunteer Program Coordinator, Mental Health**

**Major(s):** Education, Human Services, Journalism, Liberal Arts, Psychology, Public Relations, Recreation, Social Work, Sociology, Special Education

**Project Objective:** The major objective is to provide a positive and fun learning experience for Volunteers (14-17) and the intern while providing service to the mentally ill. Volunteers should gain job skills, insight to future careers and an appreciation for volunteerism and community service.

**Major Tasks:** Design, coordinate and manage Central Regional Hospital's Volunteer Program. Develop, plan and conduct orientation for Volunteers, parents and work place supervisors. Place and supervise Volunteers. Plan, organize and implement learning activities such as field trips, recreation activities, special events including recognition ceremony at the completion of the program. Develop and/or update program handbook and other materials.

**Final Product or Outcome:** Volunteers and the intern will have a positive educational experience, a better understanding of mental health, and produce a media project reflective of their experiences. The intern will produce a notebook, which will be used as a training tool for future interns.

**#78 (4) Raleigh**

**NC FAST Developer, Office of NC FAST**

**Major(s):** Computer Science, Information Technology, Computer Engineering

**Project Objective:** Design, develop and implement the NC FAST Case Management System using a customized COTS software product. North Carolina has

selected the Cúram Business Application Suite as the basis for developing NC FAST. Components of the case management system will include both determination of eligibility for cash and cash-like benefits, as well as documentation of case details for child and adult services, child care and low income energy assistance programs. This project is for a programmer/developer.

**Major Tasks:** Assist with defining requirements and identifying technical solutions to satisfy business requirements, assisting with designing and developing Cúram modules to meet North Carolina's needs; assisting with implementing necessary software modifications using database design concepts including tables, fields, attributes and relationship cardinality.

**Final Product or Outcome:** NC FAST software is modified to accurately collect and process data to meet the needs of social services and affiliated users statewide.

**#79 (2) Raleigh**

**NC FAST Software Quality Assurance Tester, Office of NC FAST**

**Major(s):** Computer Science, Information Technology, Computer Engineering

**Project Objective:** Design, develop and implement the NC FAST Case Management System using a customized COTS software product. North Carolina has selected the Cúram Business Application Suite as the basis for developing NC FAST. Components of the case management system will include both determination of eligibility for cash and cash-like benefits, as well as documentation of case details for child and adult services, child care and low income energy assistance programs. This project is for a software quality assurance tester.

**Major Tasks:** Assist with reviewing, analyzing, and understanding all business, design, and functional requirements for testability and completeness. This position will be assisting in creating suitable test plans, manual test cases, reusable automated test scripts, and regression tests and test data as well as execution of test sets, producing and analyzing test results.

**Final Product or Outcome:** NC FAST test results confirm that it accurately collects and processes data to meet the needs of social services and affiliated users statewide.

**#80 (2) Raleigh**

**NC FAST Onsite Support Assistant, Office of NC FAST**

**Major(s):** Social Work and Communications

**Project Objective:** Design, develop and implement the NC FAST Case Management System using a customized COTS software product. North Carolina has selected the Cúram Business Application Suite as the basis for developing NC FAST. Components of the case management system will include both determination of eligibility for cash and cash-like benefits, as well as

documentation of case details for child and adult services, child care and low income energy assistance programs. This project is for an onsite support assistant to help new system users in navigating/using the system.

**Major Tasks:** Intern will receive NC FAST training in order to provide assistance to new NC FAST users in system navigation, troubleshooting individual cases, and analyzing problems encountered by users as they learn to successfully use NC FAST to complete the work of determining eligibility for benefits and/or services.

**Final Product or Outcome:** NC FAST will become the new documentation standard that collects and processes data to track the work of social services and affiliated users statewide. This intern will learn to communicate about and assist in the transition to using the new case management system.

### 81 (1) Raleigh

**Legal Outcomes in Child Homicides**, Public Health

**Major(s):** Law, Psychology, Forensic, Criminal Justice, Public Policy, Medicine

**Project Objective:** Criminal charges and legal outcomes of homicides where the victim is less than 18 years of age appear to be incredibly variable in North Carolina. This multi-year study will examine the factors that may influence criminal charges and the final legal outcomes in child homicides. The findings of the study will be utilized by the NC Child Fatality Prevention Team (State Team), a legislatively mandated program dedicated to preventing child death, to make recommendations to prosecutors, state agencies, other organizational and a legislative task force to address any identified needs or deficiencies.

**Major Tasks:** 1) Collection and entry of information related to the child victim, perpetrator, legal jurisdiction, criminal charges and final outcome of the criminal case; 2) research applicable North Carolina laws as well as the structure of the sentencing system; 3) Complete a literature review of legal outcomes in child fatalities; 4) Assist the Research Director with data analysis and writing a final report; 5) Present the findings to the State Team; and 6) Comply with state and federal confidentiality statutes.

**Final Product or Outcome:** Assist the Research Director with a written report of the study results and create and deliver a PowerPoint presentation of the results to the NC Child Fatality Prevention Team.

### 82 (1) Raleigh

**WOW (World of Work) Youth Employment Intern**, Division of Services for the Blind

**Major(s):** Counseling, Rehabilitation Counseling, Guidance Counseling, Agency Counseling, Special Education, Psychology

**Project Objective:** The intern must be a graduate student enrolled in a Human Services major, such as,

Counseling, Rehab Counseling, Psychology, or Special Education. The intern will participate in the development and implementation of the summer work experience program (WOW) for students who are blind or visually impaired. The students are from across the state and range in age 16-19 years. They stay on the campus of the Governor Morehead School and work in a variety of jobs located in the city of Raleigh. This work experience is often their first job and as such learns the soft skills of becoming a good employee. The program starts with three days of orientation that includes interviewing skills, appropriate behaviors on the job, strategies on how to resolve social and job related conflicts, and safe travel at the job site and procedures.

**Major Tasks:** The Intern will work with the WOW team on selecting applicants for participation in the WOW program, as well as developing job sites for work experience, and assisting the students to learn the essential functions of the job. The Intern will also participate in the monitoring the students progress on their jobs.

**Final Product or Outcome:** The Intern will assist the students in the development of their portfolio on their work experiences to be presented on the final day of the program to students and staff of all of DSB residential summer programs.

## GENERAL ASSEMBLY

### #83 (1) Raleigh

**Legislative Internship with the North Carolina House of Representatives**, House of Representatives

**Major(s):** Political Science, Communications, Public Relations, History, International Policy, International Studies, Statistics

**Project Objective:** Assist in maintaining the assigned member's legislative office in a manner that provides guidance and resourceful information to constituents from within the member's respective district.

**Major Tasks:** Assist legislative staff, interact with constituents, track legislation for future outreach, assist with social media, provide administrative support, and serve as a liaison between the respective member and various offices.

**Final Product or Outcome:** The intern would leave with knowledge of how state government operates as a result of first-hand interactive experience gained throughout the duration of the internship. (A working knowledge of state government, legislative process from beginning to end, constituent relations, etc.)

### #84 (1) Raleigh

**Legislative Research Assistant (working title – Intern)**, Senate

**Major(s):** Political Science, Public Policy, Law, English, Economics

**Project Objective:** Interns will be assigned to work directly with a member of the Senate to provide research assistance, conduct legislative and in-depth public policy

research that will assist legislators in evaluating issues as well as proposed and pending legislation. Interns will also be asked to perform other tasks such as constituent communications and assist Senators in the performance of their duties. Interns will be expected to attend committee meetings and daily Senate Sessions.

**Major Tasks:** Research substantive legislative budgetary issues; collect and compile data and information regarding particular legislative issues; research individual concerns and issues raised by constituents and offer suggestions for courses of action or resolution of problems; communicate with members of the public and interest groups on behalf of the Senator to whom the intern is assigned and track specific legislation.

**Final Product or Outcome:** Completion of projects as assigned by Senators; enhance overall understanding of the legislative process through observation of and participation in the entire legislative process.

## INSURANCE

#85 (1) Raleigh

**Operation Medicine Drop: Expanding the Mission, Insurance**

**Major(s):** Psychology, Sociology; Business Administration, Marketing, Public Information, Communications, Criminal Justice, Public Health

**Project Objective:** To coordinate permanent drop box locations on a statewide basis in conjunction with Operation Medicine Drop Program.

**Major Tasks:** Conduct research with police departments, Sheriffs offices and state and local law enforcement agencies to publish permanent drop boxes for medications. To work with Safe Kids NC staff to coordinate Fall Operation Medicine Drop campaign. Assist with campaign material review and logistics from spring and fall campaign.

**Final Product or Outcome:** Provide a link on SKNC website with all current drop box locations, and develop a formal process to register sites on an ongoing basis.

## JUDICIAL

#86 (8) Raleigh

**Summer Intern for Court of Appeals, Appellate**

**Major(s):** Law Students

**Project Objective:** Assist in research and writing of memoranda for judges of the North Carolina Court of Appeals for use in resolving and deciding cases before the Court.

**Major Tasks:** Read and digest record on appeal and appellate briefs. Research appropriate legal arguments and issues. Discuss cases with Judges and research assistants. Assist in preparation of draft opinions and bench briefs. Check legal citations in draft opinions.

**Final Product or Outcome:** Draft opinions, bench briefs, and other legal memoranda.

#87 (3) Raleigh

**Law Clerk for Supreme Court Justice, Supreme Court**

**Major(s):** Law Students

**Project Objective:** Assist in research and writing of memoranda for Justices of the Supreme Court for resolving and deciding cases pending before the Supreme Court.

**Major Tasks:** Read and comprehend appellate briefs and records on appeal. Research appropriate legal arguments and issues. Discuss cases with Justice and research assistants. Assist in the preparation of opinions of cases already argued. Prepare bench briefs for cases scheduled for argument. Complete special projects as requested by the Justice.

**Final Product or Outcome:** Draft of opinions and preparation of bench briefs.

## JUSTICE

#88 (1) Salemburg

**Video Cataloging and Organization, Training and Standards**

**Major(s):** Library Science, Computer Science, English, Communications, Film Studies, Criminal Justice

**Project Objective:** To organize and catalog NCJA-produced videos dating back to the 1980s.

**Major Tasks:** Organization, data entry, research and writing.

**Final Product or Outcome:** A current, organized, cataloged video collection.

#89 (1) Salemburg

**PTSD in Detention/Corrections, Training and Standards**

**Major(s):** Criminal Justice, Sociology, Psychology

**Project Objective:** Collect data on Post-traumatic Stress Disorder (PTSD) in the field of detention and corrections.

**Major Tasks:** Interviews and data collection would be the major tasks performed.

**Final Product or Outcome:** Data set that can be used to develop training and information to facilities in order to effectively manage employees and inmates suffering from PTSD.

#90 (1) Salemburg

**Cost Analysis for Law Enforcement In-Service Training Programs, Training and Standards**

**Major(s):** Economics, Criminal Justice, Political Science, Accounting, Business Administration

**Project Objective:** To provide a detailed assessment and cost analysis of the development distribution of the annual mandated Law Enforcement In-Service training packages.

**Major Tasks:** Research, gathering and analyzing data, communications skills both written and oral.

**Final Product or Outcome:** Comprehensive written report and presentation to senior management.

**#91** (1) Salemburg

**Cost Analysis for Basic Law Enforcement Training (BLET) Program**, Training and Standards

**Major(s):** Economics, Criminal Justice, Political Science, Accounting, Business Administration

**Project Objective:** To provide a detailed assessment and cost analysis of the development distribution of the Basic Law Enforcement Training (BLET) program.

**Major Tasks:** Research, gathering and analyzing data, communications skills both written and oral.

**Final Product or Outcome:** Comprehensive written report and presentation to senior management.

**OFFICE OF THE LIEUTENANT GOVERNOR**

**#92** (1) Raleigh

**Policy Intern**, Office of the Lieutenant Governor

**Major(s):** Communications, English, History, Political Science, Pre-Law, Public Policy

**Project Objective:** The intern will assist with critical functions to the Office of the Lt. Governor, including policy research, briefs, reports and speeches; staffing events for the Lt. Governor; staffing General Assembly committee meetings; and providing constituent services. Interns will engage in hands-on work, including representing the Lt. Governor's Office to the public.

**Major Tasks:** Daily duties include compiling news briefs from the state's major news sources, updating county information prior to the Lt. Governor's trips to various communities, creating briefs to inform the Lt. Governor of issues pertinent to upcoming events and engaging in various research-based tasks to keep the Lt. Governor's staff up-to-date on current issues affecting the state. Other duties include responding to constituent questions, establishing relationships with various state/private organizations and attending legislative session.

**Final Product or Outcome:** The intern will gain valuable, real-world knowledge of both the nature and the impact of state government, hone time-management and writing skills and experience a genuine feeling of civic participation within state government.

**OFFICE OF STATE PERSONNEL**

**#93** (1) Raleigh

**Diversity Evaluation**, EEO, Diversity and Inclusion

**Major(s):** Juniors, seniors or graduate students majoring in Sociology, Psychology, Human Resources or Public Administration

**Project Objective:** Identification of tools to evaluate diversity programs. Identification of tools/instruments that individuals can use to gain insight on their opinions, attitudes and behaviors regarding diversity.

**Major Tasks:**

Research different tools that are available to evaluate workplace diversity programs. Research different tools

that are available for individuals to gain insight on their opinions, attitudes and behaviors regarding diversity. Compare the pros and cons of at least three tools for evaluating diversity programs. Compare the pros and cons of at least three tools that individuals can use to gain insight on diversity. Survey organizations that have used tools to evaluate workplace diversity programs. Prepare a report on tools for evaluating diversity programs, and tools that individuals can use to gain insight on diversity, cost and recommendations  
**Final Product or Outcome:** Completion of a report of findings and recommendations which can be used to evaluate state government's diversity programs and include tools which can be used by individuals to examine their opinions, attitudes and behaviors regarding diversity. Presentation of the report to entities that have an interest in diversity.

**#94** (1) Raleigh

**Participation of African American Females in NC State Government Workforce**, EEO, Diversity and Inclusion

**Major(s):** Junior or higher level student majoring in Public Administration, statistics/research, planning or Human Resources Management.

**Project Objective:** To determine the trends related to the employment of African American females in NC State Government for the past five years.

**Major Tasks:** Research trends in employment of African American females the last five years regarding their occupational representation, new hires and promotions as compared to other females in NC State Government. Collect data on educational attainment verses occupational representation and salary as compared to other females in NC State Government. Compare findings with other reports on females in NC State Government. Prepare a report of findings with recommendations.

**Final Product or Outcome:** A report of findings with recommendations. Presentation of the report to entities, i.e. Division staff, Diversity Advocacy Partnership Council, that have an interest in fairness and equal employment opportunity.

**#95** (1) Raleigh

**Sensible Savings Sessions Project and Marketing Assistant**, Operations and Benefits

**Major(s):** Marketing, Communications, Public Relations, Business Administration, Accounting

**Project Objective:** NCFlex has created Sensible Savings Sessions, one-day workshops designed to help state employees fully understand and utilize their benefits package, prepare for retirement, and save money. The intern will assist NCFlex staff in planning, organizing, and marketing the summer 2013 workshops.

**Major Tasks:** The intern will work with NCFlex staff to coordinate materials, communicate with vendors and organize the workshops. The intern will assist with

publicity of the workshops and will help staff develop a marketing plan for the Sensible Savings Sessions.

**Final Product or Outcome:** With additional assistance from an intern, NCFlex staff plan to hold additional Sensible Savings Sessions in the summer 2013. Staff will also be able to further develop a marketing plan for the sessions.

## OFFICE OF THE GOVERNOR

**#96** (1) Washington, D. C.

**Assistant, Intergovernmental Relations,**  
Governmental Affairs

**Major(s):** Most majors are considered; the range of state and federal activities is extremely broad. The position may be of most interest/benefit to persons interested in learning about public policy issues/activities at the state and federal level and how the two interact, including but not limited to history, political science, public relations, pre-law and international relations.

**Project Objective:** To assist the Washington Office staff as primary liaisons between the Governor and their Policy Office staff in Raleigh, cabinet and sub-cabinet policy makers and the state's senators, members of congress and their staffs; to learn the basic workings of congressional law-making; to learn about interstate cooperation through the National Governors Association (NGA) and other multi-state organizations. To provide the intern with opportunities to observe, participate in and learn about all these activities.

**Major Tasks:** To provide the intern with a high-quality experience learning the basics of state-federal relations, while helping the NCWO staff in the handling "live issues;" studying and developing legislative briefing papers for the NCWO and the Policy Office in Raleigh; attending and reporting on congressional hearings, mark-ups, briefings and debates; accompanying NCWO staff to policy discussions with members of congress and/or staff about issues as they arise; attend bi-weekly caucus strategy meetings, usually with house and senate leaderships staff and with White House staff; attend/report on activities of NGA committees, monthly criminal justice issue forums sponsored by the National Criminal Justice Association; homeland security and emergency management meetings; and learning the basic of the congressional appropriations process; connect with other state and Capitol Hill interns.

**Final Product or Outcome:** The internship is structured to provide the intern with opportunities to participate in substantive work relating (primarily) to Congressional activities affecting North Carolina by providing real-time assistance to the NCWO staff, while learning the basics of Congressional workings and witnessing history in the making.

**#97** (2) Raleigh

**Governmental Affairs Intern,** Governmental Affairs  
**Major(s):** Law/Pre-Law, Political Science, Public Policy, Public Relations

**Project Objective:** To assist the governmental affairs team in the Office of the Governor during the short session of the General Assembly. The governmental affairs office keeps the Governor informed of actions taken by the General Assembly and represents the governor in matters under consideration in the General Assembly.

**Major Tasks:** Interns will monitor the status of legislative and budget matters by attending and summarizing committee meetings, press conferences, and sessions of the House and Senate. Research of various pieces of legislation and associated policy issues will also be a major component of intern duties. In addition, interns will participate in meetings with various internal and external stakeholders regarding legislative matters and will interact extensively with the Governor's legal, policy, and communication teams.

**Final Product or Outcome:** The intern will gain an understanding of the legislative process and the relationship between the executive and legislative branches of government. In addition, the intern will become familiar with the basics of state budgeting and the internal structure of the Office of the Governor.

**#98** (1) Raleigh

**Emergency Preparedness Assistant,** NC Commission on Volunteerism and Community Service

**Major(s):** Emergency & Disaster Management, Public Relations, Communications, Public Administration,  
**Project Objective:** To research surveys and studies related to preparedness for emergencies and disasters in the state; to plan, create, execute and evaluate a statewide survey that documents the current level of personal/community preparedness for disasters and emergencies; to increase the level of resiliency in local communities by communicating important preparedness information; and to develop a plan that increases the number of volunteer programs focused on public safety and emergency preparedness.

**Major Tasks:** The intern will research the level of preparedness in North Carolina (based on documented studies and surveys), plan and create a survey to determine the current level of preparedness, determine methodology for survey execution, and analyze survey results. They will communicate with local first responding organizations to determine the existence of volunteer programs and encourage their national registration with the appropriate Citizen Corps/FEMA partner program.

**Final Product or Outcome:** A statewide survey will be conducted that will be evaluated to determine the level of preparedness in North Carolina. The intern will create a final report that summarizes the results of the survey and shows an increase/decrease over existing documented studies and surveys. A final report will be created to

document the progress of the educational outreach initiative with local first responder organizations.

**#99** (1) Raleigh

**Constituent Services Intern**, Office of Constituent Services

**Major(s):** English, Political Science, Government, Business, History, Business/Customer Service

**Project Objective:** To understand the management and operations of state government, and particularly the Executive Branch

**Major Tasks:** Assisting with the daily operations of the Office of Constituent Services, including receiving constituent requests for assistance through mail, phone and email, and writing and proofing correspondence issued on behalf of the Governor. Also, networking with liaisons in other agencies to assist constituents.

**Final Product or Outcome:** Intern will leave with a working knowledge of how the Executive Branch operates and resources available to citizens, as well as the ability to assist constituents within the realms of state government.

**#100** (1) Charlotte

**Piedmont Research Associate**, Governor's Office

**Major(s):** Political Science, Public Policy, Public Administration, Communications, Business, Economics, Pre-Law

**Project Objective:** To assist in the response to requests for assistance/information from elected officials, municipal and county staff, business owners and leaders, senior members of civic and non-profit organizations, and individual residents throughout the 31-county Piedmont Region.

**Major Tasks:** For each request, the intern is responsible for conducting research through both internal and external electronic sources, obtaining information from relevant municipal and county support staff, gaining insights from staff both within the Governor's Office and other parts of the Administration and Council of State, and gathering background information from staff of Federal agencies and elected officials. The intern will then prepare an assessment and recommendation, and will be involved in communicating that assessment and related recommendations to the individual and/or organization that requested the assistance/information; the intern will also be involved in conducting any follow-up needed to the initial communication with elected officials, business and civic leaders, residents, etc.

**Final Product or Outcome:** A record of successful satisfaction of requests for assistance/information from elected officials, municipal and county staff, business owners and leaders, senior members of civic and non-profit organizations, and individual residents.

## PUBLIC SAFETY

**#101** (3) Raleigh

**Engineering/Utilities/Energy**, Administration

**Major(s):** Mechanical Engineering, Electrical Engineering, Civil Engineering, Industrial Engineering, and Construction Management

**Project Objective:** The interns will work with Central Engineering's Energy Manager to complete the documentation of utilities at Adult Correction Units, Juvenile Justice and Crime Control locations throughout the State of North Carolina.

**Major Tasks:** The interns will be conducting site visits throughout the State of North Carolina documenting the location of utilities and utility meters and communicating the information in written format to Central Engineering CAD Dept. for inclusion into record documents for each unit.

**Final Product or Outcome:** The interns will play a vital role in documenting the utility locations at each unit for future use by Central Engineering.

**#102** (1) Spruce Pine

**Project Coordinator**, Adult Correction

**Major(s):** Recreation, Psychology or Education, Human Services, Criminal Justice, BSW Social Work

**Project Objective:** Organize and supervise recreational and field events at an 856-bed Adult Male Correctional Facility. Field will include basketball, volleyball, horse shoes and weight competition.

**Major Tasks:** Develop and review inmate sign-up sheets, organize and supervise team assignments. Provide instruction on rules of each event.

**Final Product or Outcome:** Staff to gain knowledge of the proper rules and etiquette of each event.

**#103** (1) Taylorsville

**Correctional Case Manager Intern**, Adult Corrections

**Major(s):** Criminal Justice, Human Services, Political Science

**Project Objective:** To prepare the student intern who is majoring in Criminal Justice, Political Science or a Human Services field an opportunity for hands on training working with male incarcerated individuals as a Correctional Case Manager and to learn all aspects of the Program Section within a DPS facility setting.

**Major Tasks:** The student intern will assist with the following under the guidance of a DPS Supervisor: Case Management, Inmate Job/Program Placement, Inmate Classification/Housing, Co-Facilitate a Self-Help Program (Cognitive Behavior), the Management of a Major Dynamic Program such as Recreation, Incentive Wage, Academic or Community Volunteer and accompany Custody Staff on a daily round.

**Final Product or Outcome:** The intern will gain considerable knowledge of inmate custody and rehabilitation which will provide an insight into the work skills needed to succeed in the major course of study as they prepare for their career path.

**#104** (1) Raleigh

**Manufacturing Research Intern**, Adult Correction, Correction Enterprise

**Major(s):** Industrial Engineering, Computer Science, Business, Marketing

**Project Objective:** Research industry standards for manufacturing and distribution turn times for textiles, furniture, printing, warehousing, janitorial products, optical, paint, laundries and food processing and distribution.

**Major Tasks:** Research the various industry segments and develop a comprehensive analysis report on findings.

**Final Product or Outcome:** Detailed report on Industry standards regarding turn times for manufacturing and distribution to be used for the Strategic Plan of NC Correction Enterprises to Improve Customer Service.

**#105 (1) Raleigh**

**Smartphone Mobile Applications**, Division of Emergency Management

**Major(s):** Computer Programming, Information Technology, Geographic Information Systems (GIS), Geomatics

**Project Objective:** Develop, create and publish mobile applications for Geomatic (surveying, mapping, and Geographic Information Systems (GIS)) applications.

**Major Tasks:** Develop Geomatic mobile applications primarily on the android platform to be used internally and by the general public to support field data collection and verification for surveying, mapping and GIS projects.

**Final Product or Outcome:** Useable public domain Android applications available to professionals and the general public.

**#106 (1) Raleigh**

**Web Applications Developer: Geomatics Toolkit**, Division of Emergency Management

**Major(s):** Computer programming, web application development, geomatics, and geographic information system. Web application development, geomatics, land surveying, mathematics, and statistics

**Project Objective:** To create user-friendly geomatic (i.e. geospatial math and statistics) web applications (apps) for land surveyors, engineers, geographic information system (GIS) professionals, remote sensing specialists, local and state government agency personnel, and the public. Our prioritized web app would be an Electronic Distance Measurement Instrument (EDMI) calibration base line (CBL) app similar to the app by the Missouri Department of Natural Resources

(<http://www.dnr.mo.gov/loedmbaseline/>). The proposed app would allow a user to input his/her EDM data collected at an NCGS EDM CBL (<http://portal.ncdenr.org/web/lr/geodetic/maps/edm>) and then the app would compare those results with the published distances for that CBL, which were determined with instruments traceable to the National Institute of Standards and Technology (NIST) national

standard of unit length, in order to check the EDM's accuracy. For more information on EDM CBLs, please download the EDM CBL Workshop 2009 PowerPoint file (<http://portal.ncdenr.org/web/lr/geodetic/presentations>).

**Major Tasks:** Create user-friendly web apps that perform geomatic functions utilizing user inputted information.

**Final Product or Outcome:** User-friendly web apps added to the NCGS Geodetic Toolkit (<http://portal.ncdenr.org/web/lr/geodetic/tools>) that performs various functions utilizing user inputted information.

**#107 (1) Raleigh**

**Research and Policy Analysis on Criminal Justice Issues**, Governor's Crime Commission

**Major(s):** Criminal Justice/Criminology, Public Policy or Administration, Political Science, Law

**Project Objective:** The intern will participate in the full spectrum of activities associated with studying and evaluating criminal justice initiatives and policy.

**Major Tasks:** The intern will conduct research and program evaluation on a current or emerging criminal or juvenile justice issue as determined by the Governor's Crime Commission and its standing committees. This will potentially include visiting relevant program sites and documenting program progress, developing pertinent survey and data collection instruments, analyzing data and compiling study findings into a final written report that will be used/published by the Commission.

**Final Product or Outcome:** At the completion of the internship period, the student will have produced a written document outlining study findings and suggested policy recommendations.

**#108 (1) Concord**

**Undergraduate Psychology Internship at Stonewall Jackson Youth Development Center**, Juvenile Justice

**Major(s):** Psychology, Social Work, Criminal Justice, Behavioral Science, Sociology, Human Services or any Human Service related major

**Project Objective** Stonewall Jackson Youth Development Center (YDC) is one of the state's newest facilities for confined juvenile offenders. The facility operates under a therapeutic model of care that was piloted for three years in the Jackson Project with the assistance of two prior summer interns. Under this model, staff teach youth pro-social skills throughout the day using structured role plays, while also addressing other psychosocial factors (e.g., educational and vocational deficits, family problems, poor problem solving skills, criminal attitudes and beliefs) known to increase the risk for continued involvement in criminal activity. The aim is to broaden each youth's repertoire of pro-social skills so that by the time of release, he has an enhanced likelihood of success. In addition, at all our of YDCs, youth are assigned to a multidisciplinary treatment team that includes either a staff psychologist

or a licensed clinical social worker. Clinicians use standardized assessments of youth to identify targets for their work with youth, as well as to track progress. In 2013, we plan to focus on two new treatment components. The first is new psycho-educational group programming designed to reduce risk factors for criminal reoffending and gang involvement by youth, and our efforts to monitor the impact of this program. The second innovation involves the use of electronic fields to capture pre- and post-treatment assessment data that will allow us to examine the effectiveness of our efforts to improve mental health functioning of youth in our custody.

**Major Tasks:** The intern will work closely with licensed mental health clinicians as a member of a multidisciplinary treatment team. The intern will assist with planning service and aftercare planning, therapeutic services, case management, as well as weekly clinical staffings and monthly multidisciplinary service planning meetings, wherein youth's progress is monitored, and through which treatment goals and strategies are adjusted. The intern may also co-lead psycho-educational groups. Finally, the intern will be trained in the administration, scoring, and input of standardized psychological assessments, process measures, and outcome measures to assist in the analysis of the effectiveness of clinical programming.

**Final Product or Outcome:** By the completion of the 10-week internship, interns will have a better understanding of the psychosocial factors contributing to involvement in criminal activity, as well as the complexities of clinical outcome research. They will have assisted in the coordination of data collection, will have learned how to use outcome data to make decisions about treatment programming, will have experience in manualized psychoeducational group delivery, and in multidisciplinary team approaches to reducing risk for criminal reoffending among confined youth.

#### #109 (1) Kinston

##### **Undergraduate Psychology Internship at Dobbs Youth Development Center, Juvenile Justice**

**Major(s):** Psychology, Social Work, Criminal Justice, Behavioral Science, Sociology, Human Services, or any Human Service-related major

**Project Objective:** Dobbs Youth Development Center (YDC) is one of the state's more diversified facilities for confined juvenile offenders. On the newest side of the campus (the Lenoir complex), the facility operates under a therapeutic model of care that was piloted for three years in the Jackson Project with the assistance of two prior summer interns. Under this model, staff teach youth pro-social skills throughout the day using structured role plays, while also addressing other psychosocial factors (e.g., educational and vocational deficits, family problems, poor problem solving skills, criminal attitudes and beliefs) known to increase the risk for continued involvement in criminal activity. The historic section of the campus houses vocational training programs in

conjunction with the local community college, with programming relying on journals and workbooks addressing risk and protective factors affecting the risk of involvement in criminal activity. The aim of both programming approaches is to broaden each youth's repertoire of pro-social skills so that by the time of release, he has an enhanced likelihood of success. There, as at all our of YDCs, youth are assigned to a multidisciplinary treatment team that includes either a staff psychologist or a licensed clinical social worker. Clinicians use standardized assessments of youth to identify targets for their work with youth, as well as to track progress.

In 2013, we plan to focus on two new treatment components. The first is new psycho-educational group programming designed to reduce risk factors for criminal reoffending and gang involvement by youth, with plans in place to monitor the impact of this program. The second innovation involves the use of electronic fields to capture pre- and post-treatment assessment data that will allow us to examine the effectiveness of our efforts to improve mental health functioning of youth in our custody.

**Major Tasks:** The intern will work closely with licensed mental health clinicians as a member of a multidisciplinary treatment team. The intern will assist with planning service and aftercare planning, therapeutic services, case management, as well as weekly clinical staffings and monthly multidisciplinary service planning meetings, wherein youth's progress is monitored, and through which treatment goals and strategies are adjusted. The intern may also co-lead psycho-educational groups. Finally, the intern will be trained in the administration, scoring, and input of standardized psychological assessments, process measures, and outcome measures to assist in the analysis of the effectiveness of clinical programming.

**Final Product or Outcome:** By the completion of the 10-week internship, interns will have a better understanding of the psychosocial factors contributing to involvement in criminal activity, as well as the complexities of clinical outcome research. They will have assisted in the coordination of data collection, will have learned how to use outcome data to make decisions about treatment programming, will have experience in manualized psychoeducational group delivery, and in multidisciplinary team approaches to reducing risk for criminal reoffending among confined youth.

#### #110 (1) Butner

##### **Undergraduate Psychology Internship at C.A. Dillon Youth Development Center, Juvenile Justice**

**Major(s):** Psychology, Social Work, Criminal Justice, Behavioral Science, Sociology, Human Services, or any Human Service-related major

**Project Objective:** C.A. Dillon Youth Development Center (YDC) is one of the state's larger facilities for confined juvenile offenders. Youth committed to a period of confinement at the facility work with a multidisciplinary service planning team that includes

either a staff psychologist or a licensed clinical social worker, a social worker serving as case manager and team leader, and educator, direct care staff, and a court counselor. Mental health clinicians use standardized assessments of youth to identify targets for their work with youth, as well as to track progress of treatment efforts.

In 2013, we plan to focus on two new treatment components. The first is new psycho-educational group programming designed to reduce risk factors for criminal reoffending and gang involvement by youth, with plans in place to monitor the impact of this program. The second innovation involves the use of electronic fields to capture pre- and post-treatment assessment data that will allow us to examine the effectiveness of our efforts to improve mental health functioning of youth in our custody.

**Major Tasks:** The intern will work closely with licensed mental health clinicians as a member of a multidisciplinary treatment team. The intern will assist with planning service and aftercare planning, therapeutic services, case management, as well as weekly clinical staffings and monthly multidisciplinary service planning meetings, wherein youth's progress is monitored, and through which treatment goals and strategies are adjusted. The intern may also co-lead psycho-educational groups. Finally, the intern will be trained in the administration, scoring, and input of standardized psychological assessments, process measures, and outcome measures to assist in the analysis of the effectiveness of clinical programming.

**Final Product or Outcome:** By the completion of the 10-week internship, interns will have a better understanding of the psychosocial factors contributing to involvement in criminal activity, as well as the complexities of clinical outcome research. They will have assisted in the coordination of data collection, will have learned how to use outcome data to make decisions about treatment programming, will have experience in manualized psychoeducational group delivery, and in multidisciplinary team approaches to reducing risk for criminal reoffending among confined youth.

#111 (1) Raleigh

**Applications Developer Team Member**, NC National Guard

**Major(s):** GIS, Natural Resources, Forestry, Computer Science

**Project Objective:** Develop an information system which will be used to support the NC National Guard.

**Major Tasks:** Develop a database application using Microsoft Visual Studio 10. Write technical and user documentation to support database application. Build web-based tools in FLASH to query against the database and display the results in a spatially accurate, dynamic, web-based viewer.

**Final Product or Outcome:** Information system that can be accessed from the internet, with password authentication, which will provide information on

personnel, equipment, facilities and environmental data in support of NC National Guard. Merging spatial data to create a more accurate and complete representation of events during daily and emergency response activities.

#112 (1) Raleigh

**GIS Mapping Team Member**, NC National Guard

**Major(s):** GIS, Natural Resources, Forestry, Geography, Computer Science

**Project Objective:** Create maps to be utilized for shared situational awareness during natural disasters. The maps will be converted to maps services using ArcServer Manager and consumed in a dynamic web-based viewer.

**Major Tasks:** Create maps from existing geodatabases/map services/geo-rss feeds. Publish the maps using ArcServer Manager. Add the map services to the web-based viewer. Additionally, help develop useful applications for the web-based viewer

**Final Product or Outcome:** Unique maps services that are consumed in the web-based viewer.

#113 (1) Raleigh

**Judge Advocate General [JAG] Intern**, Public Safety

**Major(s):** Law and pre-law students are preferred but all majors will be considered.

**Project Objective:** To assist the Staff Judge Advocate in providing legal services to the Adjutant General of the NC National Guard and his Joint Force Command Staff as well as to Soldiers, Airmen, and their families.

**Major Tasks:** Intern will research issues such as administrative law, contracts and fiscal law, criminal law, civilian personnel law, ethics, decedents' estates, wills, and general legal assistance matters. In addition, intern will also participate in Staff and client meetings as well as provide assistance to Judge Advocates with briefings and development of legal opinions and advice.

**Final Product or Outcome:** To provide legal services to all facets of the NC National Guard in an effective and efficient manner.

#114 (1) Lincolnnton

**Inside the Chain Gang**, Prisons

**Major(s):** Criminal Justice

**Project Objective:** Understanding how a prison operates

**Major Tasks:** Observing the daily functions of a prison through working with case managers and custody staff. This is an observer role from inmate arrivals, meeting, case managers, orientation, job assignments and how inmates advance in custody levels. The intern will never be alone with any inmate.

**Final Product or Outcome:** Clear understanding of how a prison functions and why.

REVENUE

#115 (1) Raleigh

**Unauthorized Substances Tax Enforcement Agent Internship**, Tax Enforcement Division

**Major(s):** Criminal Justice, Business Administration, Accounting

**Project Objective:** To provide the student with growth opportunities in their field of study by providing job specific experience and to provide the Department of Revenue assistance in collecting unauthorized substance taxes owed to the State as well as introducing the agency and its daily operations to future qualified applicants.

**Major Tasks:** The intern will work in a support position with agents assigned to the Tax Enforcement Division. The intern would assist in locating and verify assets through the use of computerized data systems, contact employers and prepare garnishments for seizure of funds. Additionally, the intern will prepare correspondence and speak with taxpayers by phone.

**Final Product or Outcome:** The culmination of the project will see the seizure of assets identified by the participant as a result of their research. The state benefits first by having additional quality help in a rapid-paced division and by using the intern program as a recruitment tool for future agents. The intern benefits by having specific work experience that is exciting and very detail oriented. The intern is a temporary member of a team that is the nation's best at collecting tax from individuals identified in the State of North Carolina as drug dealers.

demonstrated experience meeting deadlines in a high-profile state government communications office, and a working knowledge of how to use video and social media to promote critical messages. Visit this link - <http://tiny.cc/mbufm> - to hear 2011 YAIO Intern John Daniels discuss how his experience is helping him prepare for a future career.

#117 (1) Fayetteville

**Environmental Transportation Intern**, Construction

**Major(s):** Biology, Environmental Science, Environmental Engineering, or related Major.

**Project Objective:** To enhance the reality of Environmental related employment connected with Construction.

**Major Tasks:** Review projects for 401/404 Permitting Compliance, Stream and Wetland delineations, Day long Field trips with other Sections.

**Final Product or Outcome:** Increase field skill set regarding Environmental work within a Construction environment. Gain a holistic framework for NCDOT function.

## TRANSPORTATION

#116 (1) Raleigh

**NCDOT Media/Public Relations Intern**, Communications Office

**Major(s):** Journalism, Communications, Public Relations/Media Relations, Political Science, English

**Project Objective:** This project will give the intern a better understanding of how the NC Department of Transportation, state government and the media operate, as well as the daily responsibilities of communications professionals in the public sector. The intern will assist Communications Office staff with internal and external communications efforts to keep the media, public and department employees informed about NCDOT's projects and initiatives.

**Major Tasks:** Draft news releases, speeches, feature articles, blog posts, scripts for the department's weekly video news update "NCDOT Now" and other written materials. Pitch story ideas to media outlets to attain coverage. Utilize social media tools such as Twitter, Facebook, YouTube and Flickr to inform the public. Help plan and attend events and meetings on behalf of the office as needed. Assist with research and compiling daily news clips.

**Final Product or Outcome:** The intern will have numerous writing samples to include in a portfolio,

## Helpful Tips for Potential Interns

### *Before you apply ...*

- ◆ Be sure your outgoing voicemail message sounds professional. You should state your name or phone number and little else. Avoid songs, impersonations, political or religious messages or jokes.
- ◆ Your email addresses should be based on your name or initials, and little else. Clever or cute email addresses can convey a lack of professionalism. Addresses such as cutepuppies@, peacedolphins@, grrlpower@, genius2004@, or beautifulgoddess@ may impress your friends with your humor and wit, but do your application a significant disservice.
- ◆ Use an email account from your school or sign up for a free email service (such as yahoo or hotmail) that will accommodate a more professional address. You may wish to use a separate email account for your internship/job search to keep organized.
- ◆ Check your email regularly and make sure that the mailbox is not so full that it rejects new mail. Also check your "junk" or "spam" email folders periodically in case your email filters some important emails. Employers increasingly rely on email for communication.

### *Your cover letter...*

- ◆ A cover letter is a standard career development tool, and its importance cannot be overstated. You should include a cover letter every time you submit a résumé for a job application, even if you are sending it electronically. Visit a career counselor at your campus career center for advice and assistance.
- ◆ Your cover letter should be in business letter format; it should always include your return address, the date, recipient's information (if available), greeting, text body, closing and signature. Generally, it should be limited to one page. The body of the letter is generally comprised of three or four paragraphs:
  - The first paragraph states the position(s) for which you are applying and your general qualifications, and may also include personal contacts you have in the organization (as appropriate).
  - The second and possibly third paragraphs explain your qualifications and experience, as they relate to the position for which you are applying. Avoid simply recapping your résumé; tailor the information to the position.
  - The final paragraph requests an interview (if appropriate), tells the employer how to get in touch with you, states that you will be following up proactively, and thanks the employer for her or his time and attention.
- ◆ The tone should be cordial and professional. Avoid sounding informal or overly familiar. Use a standard font, such as Times New Roman or Arial, in 11 or 12 point.
- ◆ Always sign your letter by hand. Your signature belongs above your typed name at the end of the letter.
- ◆ When an employer requests an email submission of the cover letter and résumé, include your cover letter text in the body of the email AND as an attachment. Leave the signature space blank or include your personal signature as a scanned picture file.
- ◆ Check, recheck, and triple check your grammar, diction and spelling. Utilize your computer's spell check, but do not rely on it exclusively. Don't forget: The computer cannot point out if you mistake "there" or "their" for "they're."
- ◆ Ask a career services advisor or other trusted member of the career world to look over your cover letter. Your college or university should have these resources available to you.

Examples of cover letters and additional advice are available at the following sites\*:

<http://www.internweb.com/top7.asp>

<http://jobstar.org/tools/resume/clet-ex.php>

### *Your résumé...*

- ◆ Always clearly list your name and contact information in a large font, at the top of the résumé and on each subsequent page. This includes your name, address, phone number(s), and email address.
- ◆ Résumés for job seekers just out of college are generally one page long. You can exceed this limit as long as the information given is clear, concise and relevant.
- ◆ Titling your résumé "Résumé" is redundant and may appear unprofessional.
- ◆ Experts disagree about the importance of stating a career "Objective" on your resume.
  - Many employers assume that obtaining the applied-for job is your objective and would prefer you use the extra space for highlighting your skills and experience in those sections.

- Other experts assert that inclusion of an objective demonstrates goal-orientation and focus. If you do list an objective, make it clear, concise and relevant; use it to grab attention and create impact.
- An objective should convey mutual benefit to you and the employer, not just state that you are seeking a job. This approach gives you an opportunity to highlight your main skills or specialty of interest.
- ◆ Use creative or custom headers aside from the usual “Work Experience” to categorize your work, volunteer activities, campus activity and/or internship experiences. More specific headers grab your reader’s attention and can help you to stand out from the crowd.
- ◆ Your interests or hobbies are irrelevant; in most cases, they do not belong on your résumé.
- ◆ Do not include references or the line “References available upon request” on your résumé. There is no need to do so; employers assume you have them and will ask for them when it becomes relevant.
- ◆ Do not attach a photograph or include personal information such as marital status, date of birth, religious or political affiliations, etc. It is generally unlawful for employers to request such information and providing it may appear unprofessional.

Further resume advice and formatting ideas are available at the following sites\*:

<http://www.jobweb.com/Resume/help.aspx?id=274>

<http://career-advice.monster.com/resumes-cover-letters/resume-writing-tips/jobs.aspx>

\* Suggested web sites are not associated with the N.C. State Government Internship Program and their content does not necessarily reflect the opinions or attitudes of the program or its affiliates.

## **Keys to Success**

Employers in North Carolina government agencies assume that interns will meet certain expectations. These expectations may vary by agency, but the following are generally accepted as standard for the North Carolina State Government Internship Program.

### **GENERAL PROGRAM EXPECTATIONS**

- ◆ Attend the program orientation and enrichment activities.
- ◆ Complete the 10-week project.
- ◆ Complete and submit timesheets by indicated deadlines.
- ◆ If applicable, meet guidelines for academic credit at your home institution.

### **STARTING OUT AT THE AGENCY**

- ◆ Make a good first impression and dress appropriately for the job.
- ◆ Be prompt and assume responsibility for regular attendance.
- ◆ Research and respect agency policies.

### **DEVELOPING A PRODUCTIVE INTERNSHIP EXPERIENCE**

- ◆ Complete tasks in a reasonable amount of time.
- ◆ Be culturally competent; adjust to a variety of circumstances and people.
- ◆ Ask for guidance, share ideas and express concerns.
- ◆ Seek additional responsibilities and challenges.
- ◆ Reflect upon what you are learning and be open to evaluation.
- ◆ Complete internship program evaluation.

We at the Youth Advocacy and Involvement Office are available to you for information and support, from the application process through the internship and beyond. If you have questions, concerns or special situations, call us at (919) 807-4400.

**Best of luck in the selection process!**