

# GREAT LAKES INDIAN FISH & WILDLIFE COMMISSION

P. O. Box 9 • Odanah, WI 54861 • 715/682-6619 • FAX 715/682-9294



## • MEMBER TRIBES •

### MICHIGAN

Bay Mills Community  
Keweenaw Bay Community  
Lac Vieux Desert Band

### WISCONSIN

Bad River Band  
Lac Courte Oreilles Band  
Lac du Flambeau Band

### MINNESOTA

Fond du Lac Band  
Mille Lacs Band

Red Cliff Band  
St. Croix Chippewa  
Sokaogon Chippewa

## INTERNSHIP ANNOUNCEMENT

### POSITION:

Public Information Office (PIO) Graphic Arts Intern (1)

### CONDITIONS OF EMPLOYMENT:

Dates of employment: June 5, 2023 to August 18, 2023  
(10 weeks, 400 total hours). Rate of pay is \$15.00 per hour

### SUPERVISION:

Public Information Office Directors

### DUTIES AND RESPONSIBILITIES:

1. Assist with producing outreach materials for tribal and non-native communities using a variety of mediums; will create original images for use in presentations, print, and digital materials, including flyers/social media and assist with educational resource planning.
2. Write short articles and photography (camera provided) for our newspaper the Mazina'igan.
3. Help staff information booths at summer events.
4. General office duties.
5. Must be able to travel.

Interns will complete GLIFWC orientation and training during the first week of the internship. Other cultural activities scattered throughout the internship includes: the GLIFWC Healing Circle Run, Mikwendaagoziwig Sandy Lake Ceremony, or other virtual events, training, and opportunities. Internship will culminate in preparation and presentation of a PowerPoint or other project showing accomplishments to the Voigt Intertribal Task Force and Board of Commissioners.

### QUALIFICATIONS:

- Ability to effectively communicate verbally and in writing with GLIFWC staff and the public.
- Familiarity in traditional figure drawing and in graphic arts software.
- Writing experience, photography skills, and graphic design familiarity preferred.
- Successful applicant will have good time management skills and the ability to work remotely and independently.
- Valid driver's license and ability to be insurable under GLIFWC's motor vehicle policy required.
- Native American preference, but all qualified applicants will be considered.
- Must be fully vaccinated, including boosterS, against Covid-19 and provide proof of vaccinations.

Send all required paperwork, proof of Covid-19 vaccination status as outlined in the 2023 Summer Internship Openings announcement AND three art samples to:

Pauline Lemieux, Internship Program Coordinator  
Great Lakes Indian Fish and Wildlife Commission  
P.O. Box 9  
Odanah, WI 54861

OR email to: [plemieux@glifwc.org](mailto:plemieux@glifwc.org)

**Subject: 2023 GLIFWC Internship Program Application**

Questions regarding the internship announcement or requirements can be directed to Pauline Lemieux via email or phone: (715) 682-6619 ext. 2138.

**Closing date for receipt of application: January 13, 2023 at 4:30 PM (CST)**