

# GREAT LAKES INDIAN FISH & WILDLIFE COMMISSION

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

[www.glifwc.org](http://www.glifwc.org)

## • 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



## INTERNSHIP ANNOUNCEMENT

**POSITION:** Traditional Food Grant Project (1)

**CONDITIONS OF EMPLOYMENT:** Dates of employment are June 12, 2023, to August 25, 2023 (10 weeks/400 hours total) Rate of pay: \$15.00 per hour

**SUPERVISION:** Traditional Food Project Manager

### **DUTIES AND RESPONSIBILITIES:**

Primary duties will be to assist the GLIFWC Traditional Food Project Manager with the following tasks:

- 1) Assist in maintenance and calibration of food safety equipment.
- 2) Research tribal planning and economic strategies to assist GLIFWC member tribes in transitional food planning within their communities as directed.
- 3) Provide technical assistance at outreach events.
- 4) Process and preserve traditional foods.
- 5) Prepare recipes using traditionally harvested foods.
- 6) Review GLIFWC Traditional Model Food Code, current grants, and related research papers.
- 7) Assist GLIFWC in coordinating and presenting traditional food preservation and food safety workshops.
- 8) Will complete training in food regulations.

### **QUALIFICATIONS:**

- Must have completed enrollment and been accepted into a higher education program (i.e., Tribal Community College, Community College, Technical College, College or University).
- Willing and able to travel overnight several nights per week (overnight travel, lodging and per diem rates apply).
- Must have the ability to work independently and cooperatively in an office setting.
- Must have the ability to interact with colleagues, supervisors, and public in a professional manner.
- Must have excellent written and oral communication skills.
- Must be familiar with MS Office Suite (i.e., Word, Excel, Outlook).
- Must possess valid drivers' license and be insurable under GLIFWC policies.
- Indian Preference will be applied consistent with GLIFWC policies and the federal Indian Self Determination and Education Assistance Act (PL 93-638); but all qualified applicants will be considered.
- Must be fully vaccinated, including booster, against Covid-19 and provide proof of vaccinations.

**Send all required paperwork and proof of Covid-19 vaccination status as outlined in the 2023 Summer Internship Openings announcement to:**

Pauline (PJ) 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)**