Pleasant Grove, Utah

Pleasant Grove City will be hiring an intern for the summer of 2012.

Internship Starts:  After Winter Semester ends (mid-April)

Internship Ends:  Before Fall Semester starts (late August)

Hours:  40 hours a week (M-Th:  7:30 a.m.-5:30 p.m.  Fri:  8:00 a.m.-12:00 p.m.)

Pay:  $12 per hour

Duties will include working mainly in the Community Development and Economic Development Departments with special projects assigned by the City Administrator and other departments.  Skills in Special Events is needed to oversee the Pleasant Grove Promenade (Farmer’s Market).  Tuesdays may be required to stay later for council meetings.  We’re willing to be flexible with your hours as needed.  Internship may be able to extend into the school year (10 hours/week) depending on available budget monies.  Submit resumes by 5:00 PM Wednesday, February 1st to the Romney Institute of Public Management c/o andrew_nelson@byu.edu.

Interviews will be held on Wednesday, February 8th from 9:00-11:00 a.m. at the Business Career Center in advance of the Local Government Career Fair.

Sandy, Utah

Sandy City is seeking a part-time intern who will work with the city's Communications Manager to communicate with residents, city staff, and elected officials and who will complete projects and assignments for the city's administrative officers.  The internship will be a paid internship position, require approximately ten hours per week, and will last for 12 months.

Interested parties should review the attached job description and send a resume to:

Trina Duerksen
Sandy City Communications Manager
10000 Centennial Parkway
Sandy, UT  84070
801-568-6072
tduerksen@sandy.utah.gov

Resumes from students interested in being considered for the internship will be accepted until January 26, 2012.  Questions about the position should be addressed to Trina Duerksen at the above noted contact information.  An more detailed job description is attached to this message.