

2020 4-H Summer Intern Employment

Program – Polk County

- COUNTY/OFFICE:** Polk/Balsam Lake, WI
- POSITION TYPE:** 4-H Summer Extension Intern
- EMPLOYMENT PERIOD:** Late May through early-August (10-12 weeks - dates negotiable)

This position is designed to provide assistance to the 4-H Youth Development Educator and other Extension staff during the busy summer months. Summer Interns gain experience for future educational employment while learning more about Extension; a Division of UW-Madison.

**RESPONSIBILITIES
INCLUDE:**

- Plan, coordinate, promote, teach and evaluate educational programs under the direction of 4-H Youth Development Educator.
- Work cooperatively with youth, 4-H leaders, volunteers and general public through Extension programs.
- Assist with coordinating and teaching at Extension programs such as 4-H Summer Camps, Day Camps, teen events, and county fair, along with some clerical work.
- Assist with field research and demonstrations being conducted by the County Extension staff.
- Prepare newsletter articles, news releases and other program promotional materials.
- Other responsibilities as assigned.

QUALIFICATIONS:

- Educational background and/or work experience with youth.
- Educational background, interest, and/or work experience in animal sciences preferred.
- Basic computer program proficiently.
- For chaperoning purposes, age 21 preferred.
- College student having completed sophomore year. Must be currently enrolled as a college student or graduate in 2020.
- Current driver's license.
- Personal automobile with adequate insurance.

SALARY: \$5,500.00 +/-10-12 week contract.

APPLICATION PROCEDURE: Send letter of interest and resume to: Chuck Prissel, Polk County Extension, 100 Polk County Plaza, Suite 190, Balsam Lake, WI 54810, 715-485-8600 **by April 15, 2020.**
Letter of intent and resume can be emailed to: charles.prissel@wisc.edu

For more information about Extension Polk County, visit our web site at: <http://polk.wisc.edu>