

Denali Chamber of Commerce

Job Description

2021 Student Intern Position



Applicant must:

- Be proficient with basic Google email, Facebook, Instagram
- Have organizational skills
- Be punctual
- Dress business casually
- Have reliable transportation to work
- Be comfortable appearing on video and interacting with public
- Be able to work unsupervised with a self-starter attitude
- Feel comfortable with calling and working with the public and membership

Duties will include:

- Membership Outreach with regards to economic development and member need
- Compilation of data into working documents
- Finding resources to assist with solutions
- Create end of year presentation regarding internship

- ✓ A schedule of 20 hours per week, from June 1-August 20
- ✓ Summer schedule will be established with Intern input on completion of training
- ✓ Base salary is \$12/hr with summer bonus possibilities, if a minimum number of hours is worked

To apply: Please submit a letter of recommendation, resume and letter of interest, **before May 10th**.

You may submit to :

Discover Denali, PO Box 437, Healy AK 99743

or email director@discoverdenali.com