BEAM Summer Intern
Internship available Summer 2016
BEAM (Buffalo Engineering Awareness for Minorities)
115 Bonner Hall, University at Buffalo

BEAM is an organization dedicated to increasing the number of minorities and females entering the engineering and technical professions. BEAM provides career awareness through lectures, demonstrations, field trips and hands-on experiences. The Summer Program is designed for students entering grades 8 – 12 who are interested in exploring the wonder and excitement of science and technology and takes place on several college campuses in the Buffalo area. Students participate in activities that allow them to experience first-hand, various aspects of engineering. The Summer Program Intern would be responsible for assisting with the management of summer programs and helping with other office responsibilities. The intern should have their own transportation as they will be required to visit program sites.

Work Duties:

- Keep track of progress for each summer program site (i.e., attendance, field trips, speakers)
- Create summary reports on the results of programming at each site
- Assist with coordination for 1-week camp for girls (Aug. 1– Aug. 5)
- Assist with planning for the golf outing annual fundraiser
- Assist with recruiting for Saturday Academy (which runs during the school year)
- Other program related duties as assigned

Time Commitment:

- 10 - 15 hours per week

Contact Person:

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