



Career Services Network • 320 S. Main St. Olivet, MI 49076 • (269) 749-7698

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## Career Services Network Internship Posting

**Date Posted:** Sept. 9, 2009

**Name of Company:** nuvu

**Address:** Brevin Cyber Media  
PO Box 12162  
Lansing, MI 48901-2162

**Position Title:** Calendar Editor  
Copy Editor  
Reporter (art & Music and DVD, Film, TV)  
(Technology and social networking)

**Description of Job:** Inquire

**Qualifications:** Inquire

**Term:** Inquire

**Salary:** Inquire

**Application Deadline:** Open

**Contact Information:** Career Services Network  
320 S. Main St, Mott 212  
Olivet, MI 49076  
Phone: 269-749-7698  
E-mail: [jwilliams@olivetcollege.edu](mailto:jwilliams@olivetcollege.edu)



## Career Services Network Internship Posting

**Date Posted:** Sept. 9, 2009

**Name of Company:** Dean Trailways

**Address:** Patrick Dean  
Dean Transportation, Inc.  
4812 Aurelius Rd  
Lansing, MI 48910

**Position Title:** Marketing Internship

**Description of Job:**

Assist with developing and implementing a corporate marketing plan. Work with graphic design staff to create appropriate marketing messages. Assist development staff in expanding markets. Primary contact for media outlets.

**Qualifications:** Inquire

**Term:** Inquire

**Salary:** Inquire

**Application Deadline:** Open

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## Career Services Network Internship Posting

**Date Posted:** Sept. 9, 2009

**Name of Company:** Dean Trailways

**Address:** Patrick Dean  
Dean Transportation, Inc.  
4812 Aurelius Rd  
Lansing, MI 48910

**Position Title:** Graphic Designer

**Description of Job:** Design catalog covers for Dean Trailways "Trip Book". Create designs for Dean Transportations Web site. Updating and organizing current versions of company logos. Design full page ads for magazines such as: Lansing Business Monthly, MSU Alumni Magazine and various other publications. Create gift certificates templates. Create marketing templates for sales staff.

**Qualifications:** Inquire

**Term:** September through April 2010

**Salary:** Inquire

**Application Deadline:** ASAP

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## Career Services Network Internship Posting

**Date Posted:** Sept. 9, 2009

**Name of Company:** Urban Options

**Address:** 405 Grove St.  
East Lansing, MI 48823

**Position Title:** Intern

**Description of Job:** Intern assistance is needed in the beginning the implementation of mercury thermostat recycling program, the preparation and implementation of our compost education programs, and also in making improvement and updates to our display at the demonstration house.

**Qualifications:** Good communication skills, and a willingness to educate the public about energy and sustainability issues. Proficiency in Microsoft Word, Excel, and related programs. You will need good organizational skills, and a desire to learn about organizing and structure of a successful nonprofit. Also, need to be able to work as a team.

**Term:** Inquire

**Salary:** Inquire

**Application Deadline:** Open

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# Career Services Network Internship Posting

**Date Posted:** Sept. 9. 2009

**Name of Company:** Capital Area IT Counsel

**Address:** Kate Tykocki, APR  
Chief Communications Officer  
RE: CAITC MEDIA and Design Internship  
Capital Area Michigan Works!  
2110 S. Cedar Street  
Lansing, MI 48910

**Position Title:** Intern

**Description of Job:** The intern will work directly with the Capital Area IT Councils Executive Director and Marketing Committee as well as with Capital Area Michigan Works! Chief Communications Officer and Assistant Communications officer.

**Qualifications:** The perfect candidate will be very familiar with social media and able to help with both design and content of the Capital Area IT Councils Web site, using Joomla, and well as other communication tools. Design experience and solid writing skills are helpful, along with an outgoing personality and high level of professionalism to be able to interact with all the councils business.

**Term:** Inquire

**Salary:** Inquire

**Application Deadline:**

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# Career Services Network Internship Posting

**Date Posted:** Sept. 9, 2009

**Name of Company:** The Rossman Group

**Address:** 920 North Washington Ave.  
Lansing, MI 48906

**Position Title:** Intern

**Description of Job:** Writing assignments including news releases, media advisors, letters to the editor, viewpoints, and other various pieces, pitch and follow up call with reporters, online research, helping to answer phones, ability to excel beyond typical duties to more elaborate and time demanding tasks.

**Qualifications:** Strong writing skills, ability to communicate effectively, time management skills, commitment to quality work, ability to work individually and as a team, strong sense of direction, confidence in skills.

**Term:** Inquire

**Salary:** Unpaid

**Application Deadline:**

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## **Career Services Network Internship Posting**

**Date Posted: Sept. 9, 2009**

**Name of Company: Tech Smith**

**Job Address: 2405 Woodlake Drive, Okemos, MI 48864-5910; 517-381-2300**

**Position Title: Product Management Intern**

**Description of Job: This is a fast paced opportunity for someone to learn all facets of the software business, as the product management job function interfaces with all departments at Tech Smith.**

**Qualifications:**

**Must be able to:**

**Work at least 15hrs per week**

**Legally authorized to work in the U.S.**

**Enrolled in classes in order to be considered for an internship with Tech Smith**

**Prefer students to be working towards a degree in Marketing, Business, Information Technology, or Telecommunications.**

**Must have great interpersonal (phone, email) communication, and strong multimedia skills. Student will need Mac experience, and be fluent in Microsoft Office.**

**Contact: careers@techsmith.com; www.techsmith.com/careers/**

**Application Deadline: N/A**

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