The Indiana CTSI - Project SEED Summer Research Internship Program

www.indyprojectseed.org

STEM Summer Internship Description

Position Title: College Program Intern

Reports To: Elmer Sanders, Program Coordinator; James McAteer, PhD, Mentor Coordinator

Summary: The Indiana CTSI from the School of Medicine hosts an 8 week summer research internship program for high school students in partnership with the American Chemical Society and many of the IUPUI Schools. The Indiana CTSI networks major research institutions in the State of Indiana and supports the pipeline development of future scientists through Project SEED Summer Research Internship program. This program recruits the best Indianapolis area high school science students (grades 10-12) and is especially supportive of under-represented minorities and economically disadvantaged high school students. The STEM intern will work closely with high school teachers, campus mentors and committee members to assist high school students who are selected for the research internship. The position of college program intern is especially designed for his or her educational and professional growth. This internship with Project SEED offers the intern a great opportunity to use existing skills while growing a deeper understanding about STEM education and learning through hands-on research.

Description and Responsibilities:

- The internship position is full time for 8 weeks, 40 hours a week.
- Intern must be available between 9 and 5 on Monday, Wednesdays and Fridays and between 10 and 6pm on Tuesday and Thursdays.
- Most time will be spent on the IUPUI campus and other internship locations like Eli Lilly & Company, but some tasks may be spent at your home office or place of choice.
- Intern is expected to be a strong role model for Project SEED students, demonstrating professionalism, scientific integrity, and positive team interactions.
- As part of the Project SEED summer team, the intern will assist in the logistics of team leadership development activities and weekly meetings, seminars and recreational picnics.
- Each week, the intern will have the opportunity attend luncheons, lectures and seminars to interact with local, regional, national or international STEM leaders, medical students, graduate students and other undergraduate students in numerous STEM research fields.

Requirements:

- Proficient skills in Microsoft Office applications such as Excel, Word and PowerPoint are preferred.
- There will be numerous opportunities for the intern to grow, learn, develop and apply skills in technology such as the creation of newsletters, websites, film and online streaming. Existing skills in these areas will be considered in selection in addition to openness and eagerness to learn some of those skills.
- The candidate should have healthy social and interpersonal relationship skills.
- The candidate will need to submit documents for a background check from Indiana University to be cleared to work with minors (students under 18).

For further details please contact Mr. Elmer Sanders at 317.514.3212 or elsander@iupui.edu