



February 17th, 2017

Dear Career Center or Department Representative,

We are delighted to announce that the recruitment process for the Project Coordinator Internship program for the Sonoma County Economic Development Board has commenced. This unique internship provides recent college graduates with a remarkable opportunity to gain practical experience and make substantive contributions through research and project management.

Every year the Sonoma County Economic Development Board offers three, year-long, **paid** internships. This year the internship will begin July 11, 2017 and end June 30, 2018. Based on individual qualifications and interest, each of the three selected interns will be assigned to one of three focus areas: Tourism and Hospitality, Workforce and Public Policy Development, and Economic Research and Program Development. Students with backgrounds in economics, political science, public policy, or liberal arts with research and report experience are particularly encouraged to apply. This position is recommended for recent graduates, and applicants must have a Bachelor's degree by June 2017.

This year-long program affords an excellent opportunity for high-energy, organized, and entrepreneurial individuals looking to develop many important professional and project management skills while working under minimal oversight. This position is a great fit for someone who is a strong project manager, enjoys networking, values a convivial environment, and is passionate about economic and policy issues.

If appropriate, please post the attached information for the Economic Development Board Project Coordinator position to your school's career center and/or other relevant department(s). Our application deadline is **Friday, March 24th, 2017**. We are also posting this listing through the NACElink Network, so the position may already be updated through your school's career center.

If possible, please directly forward this job announcement via email to your graduating seniors. Additional information about the Economic Development Board is available at sonomaedb.org

If you have any questions, please contact Katie Parrish at edb@sonoma-county.org or 707-565-7170.

Sincerely,

Ben Stone
Executive Director

Enclosures: Posting Information

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