



## INTERNSHIP

The Ohio Mid-Eastern Governments Association (OMEGA) has an immediate opening for an Intern to assist with the completion of the Resilience initiative for Southeastern and Eastern Ohio (RISE Ohio). RISE Ohio focuses on providing technical assistance to promote investment in the 14 Opportunity Zones in the OMEGA region as well as to assist with economic recovery from the downturn in the coal industry.

The Internship is for an undergraduate or graduate – level student enrolled at an accredited college/university within Ohio and studying economic development or local government topics in fields such as city and regional planning, public administration, or other relevant fields of study. The Intern will serve in a part-time role (24 hours per week) at a rate of \$20 per hour through December 31, 2023. The Intern will work remotely but must periodically attend meetings at the OMEGA office or at locations throughout the region. The Intern must possess a current Ohio driver's license and be willing to attend evening meetings.

Candidates should have a strong interest in economic development concepts and strategies in Appalachian Ohio. Important skill-sets for successful employment include: strong writing and data analysis skills; ability to manage multiple tasks/projects simultaneously; and an understanding of Ohio's local government structures, including the roles of cities, villages, townships, counties, and local development organizations in the pursuit of development goals. Strong communication skills and demonstrated experience with the full suite of Office 365, Adobe, and other similar software is required.

Candidates should have a general desire to engage in the economic development and/or local public administration processes in Appalachian Ohio. While the internship is primarily designed to provide support services to OMEGA staff, candidates should be interested in engaging our network of local government partners under the direction of the Senior Development Specialist

Primary responsibilities include assisting the Senior Development Specialist with the following activities: consultant coordination (status meetings and reports), completion of a regional marketing prospectus, grant writing assistance (primarily data research and analysis), and completion of the Final Report.

Submit a cover letter, resume and contact information for at least three relevant professional references by **May 5, 2023 via email only to:** Cindi Metz, Finance/Assistant Director [cindim@omegadistrict.org](mailto:cindim@omegadistrict.org)

The Ohio Mid-Eastern Governments Association is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, sex, national origin (ancestry), disability, genetic information, age (40 years or older), sexual orientation, or military status (past, present, or future).