

Noteworthy Internships & Jobs (5/14)

The Career Center is pleased to assist you in finding a job. Below are job postings sent directly to the College. While most of the employment opportunities are with well-known/well-respected companies who are friends of the College, some are employers who found us through a variety of ways. The Career Center has not vetted all the opportunities below. You should do your due diligence to verify the integrity, surety, and trustworthiness of any employer before submitting any personal information.

Fellowships:

Grant Writing Internship- Worldventure

This is a part-time volunteer position, averaging 10-15 hours/week for the summer with the option of extending the experience into the school year. The intern will work remotely with periodic in-person meetings in the Portland/Happy Valley area. The position reports to and will be mentored by the Director of Anti-Sex Trafficking Initiatives. The intern will assist in all aspects of grant research and writing. Start as early as May. Email application and questions to Adrienne Livingston at a.livingston@worldventure.com. **Optional:** Submit video entry briefly answering who you are, why you are interested in this position, what you desire to learn and one fun fact about you.

Political Affairs Internship + Writer Internship - The Borgen Project

The Borgen Project is an innovative, national campaign that works with US leaders to improve their response to the global poverty crisis. They have several internship and volunteer opportunities. The political affairs internship is part time 14 hours per week that lasts for 3 months. The selected candidates would have the opportunity to meet with members of congress in your state and district as well as represent The Borgen Project at various business, political, and community events. The writer internship is a 12-week part time internship. The selected candidate will be able to work for home and pick their own schedule but must meet weekly deadlines. For more information, contact Lynsey Alexander at outreach@borgenproject.org.

Energy Efficiency Intern

The Oregon Department of Energy's College Internship Program is designed to give students the opportunity to gain practical experience working in a state agency. Their agency focuses on a sustainable energy future – from renewables to resiliency to cutting-edge innovations. They are now accepting internship applications from students in accredited degree programs who have completed at least their

freshman year in an Associate or Bachelor's degree program, as well as students enrolled in graduate school. For more information about the internship, contact Rebecca Wilson, Recruitment Analyst, at Rebecca.A.Wilson@oregon.gov or call (503) 373-7655.

Summer Environmental Education Intern

The Lower Columbia Estuary Partnership is a non-profit organization that improves the lower Columbia River by protecting and restoring ecosystems and enhancing clean water for current and future generations of fish, wildlife, and people. The internship is 21 hours per week from June 25th – August 16th and pays \$15/hour. It is open to graduate or undergraduate students. Applications are due May 1, 2017. There is only one position available. To apply visit www.estuarypartnership.org.

National Biosafety & Biocontainment Training Program – NBBTP

The NBBTP is a partnership between the Division of Occupational Health and Safety and the National Institute of Allergy and Infectious Diseases at the National Institutes of Health. This is a rare opportunity for individuals seeking work in high containment facilities to receive professional training in biosafety and biocontainment at one of the foremost biomedical research centers in the world. Additional information regarding the Fellowships and Professional Development courses is online at www.nbbtp.org. Application packages are due August 1, 2018 and the fellowship begins January 8, 2019. To apply, visit <https://nbbtpapplication.org/application/>. Resumes and CV's are required components of the application package. For more information contact Jennifer Cole at jcole@nbbtp.org. Disclaimer: Fellows must have a minimum of a Master's degree in life science or related field.

Naturalists – Portland Parks Environmental Education

Portland Parks Environmental Education is looking for environmental educators with various levels of experience to teach our summer camp program. Campers can be very young to almost teens, and they require a staff of young adults who will get them curious about nature, teach them ecology in creative ways, and will help build a healthy community each day of camp. Our team is comprised of people rich in culture, language, background, and skills. From June – August, we will offer nine weeks of outdoor summer camps at four locations. The paid summer staff act as mentors to the teen volunteers and work closely with parents to make camp a safe, fun, and educational place. For more information visit www.portlandoregon.gov/parks/article/664360. For questions about the positions contact Chrissy.larson@portlandoregon.gov.

Networking:

Providence College Inclusion Network

Providence Inclusion Network is a free opportunity to jump start the transition of postsecondary students from school to the workplace. They highly value students from all backgrounds, ethnicities, and walks of life to come and learn more about relevant topics in health care, increase exposure to professionals and career knowledge, and gain advantage in finding jobs at Providence. Students from all majors/programs are welcome to attend. These events are free, but registration is required. To register, please visit <https://www.eventbrite.com/e/bridging-the-gap-between-college-and-career-tickets-32099455335>.

Jobs:

Summer Boot Camp

We are hiring for any student who professes the Love of Christ in their actions and attitudes and enjoys working with youth. You are invited to apply for a part time job at our Mt. Olivet Summer Boot Camp. Our camp is hiring for Certified teachers (mornings), recreational coordinators for the afternoon, and afternoon sports instructors or instructors of the Arts. Please see the church website, www.mtolivet.com to read more information regarding summer camp and see a job application.

Director of Early Childhood Ministries

Village is seeking a qualified individual for our Director of Early Childhood Ministries. All applicants must profess a personal faith in Jesus Christ. Working alongside our Director of Elementary Ministries, this person is responsible for providing leadership and oversight to the spiritual needs of preschool children and their families. Qualified individuals must be highly relational and have a strong team mentality as they lead staff and volunteer teams to provide spiritual development of both children and parents. Applicants should send a resume (please list any related education, training, and/or experience) and cover letter to the attention of Renjy Abraham at Village Baptist Church, 330 SW Murray Blvd., Beaverton, OR 97005; [email](mailto:renjy@villagebaptist.com); or fax to 503-520-9499.

Field Technician – Wilderland Roof & Window Cleaning

Wilderland roof and window cleaning is looking to hire a new field technician. They are a small but rapidly growing group of dedicated and conscientious individuals who work in a tightly knit team to provide excellent customer experience by performing work in a safe and effective manner. This is a full time position that offers medical and dental health benefits. Pay compensation is between \$18.00-\$30.00 per hour. To be considered for this position, please email Joey Hadyen at Joey@wilderlandpnw.com with a couple of paragraphs about what experience you have that would make you an excellent fit for this position as well as your resume.

Program Coordinator – Seneca

This position is full time, offers benefits, and is eligible for a \$750.00 signing bonus payable in intervals during the first year of successful employment. This is a high quality nonprofit organization committed to building connections for a lifetime to improve the well-being of children. Applicants must be able to provide appropriately interact with people from diverse socio-economic, racial, ethnic, and other cultural groups. Must possess a valid driver's license from a state of residence, personal automobile liability insurance, and reliable personal transportation. Must successfully pass pre-employment reference checks, criminal background check, and fingerprinting. To apply, please visit www.boysandgirlsaid.org/about-us/careers/.

Digital Account Executive – Koin 6

Koin 6 is seeking a highly motivated performer with a deep understanding of digital media to credibly articulate strategic insights for clients that are based on data and research. This position is full time and closes on June 6, 2018. They offer a competitive compensation package which includes insurance benefits and a 401K plan. Interested candidates can apply online at <https://nexstar.hua.hrsmart.com/hr/ats/JobSearch/viewAll>.

Multiple Positions – Metro

Metro is the regional government that provides integrated resource management for the 24 cities and unincorporated areas in the Portland metropolitan area. Facilities, public assets and governance services include the Oregon Convention Center, the Oregon Zoo, Portland Centers, Expo Center, transportation planning, growth management, solid waste system management and recycling services, and regional parks and natural areas. To view the complete job announcement, visit www.oregonmetro.gov/jobs or call 503-797-1570 to request a copy be sent to you via e-mail.

Multiple Positions - City of Portland

The City of Portland is accepting applications for the following positions: Urban Forestry Seasonal Positions for Portland Parks & Recreation which pays \$17.00 hourly, Development Supervisor for the Bureau of Development Services which pays \$6,564.00 to \$8,821.00 monthly, and Surveying Supervisor for Portland Bureau of Transportation which pays \$6,262.53 to \$8,377.20 monthly. For the complete job announcements and to apply visit www.portlandoregon.gov/jobs.

Multiple Positions – Hilton

There are a variety of positions open at four local Hilton Hotel locations: Hilton Portland, The Duniway, Hilton Vancouver, and Embassy Suites Portland Downtown. The positions include housekeeping, host/hostess, cook, server, barista, bartender, supervisor, revenue manager, security officer, chief engineer, and more. To review full job descriptions and to apply online, visit <http://jobs.hilton.com>.

Multiple Positions - Allied Universal

Allied Universal provides service, systems, and solutions to protect and care for the people and businesses in our community. They are currently seeking employees in four diverse fields: security professional positions, corporate and field positions, technology and security systems, and janitorial positions. Many positions include medical, dental, and vision insurance, flexible spending accounts, and 401K plans. For more information and a complete list of job opportunities in your area contact Kacie Teague at Kacie.teague@aus.com or apply online at <http://www.aus.com/careers>.

Still Accepting Applications:

Jobs:

Youth Pastor – East Side Church

East Side Church is seeking a candidate who will direct and oversee all youth related ministry and activities, present a balanced program spiritual and social activities with regular times of Bible study, worship, interaction, fellowship and recreation in both Jr. Youth and Sr. Youth. The position is full time, 40 hours per week, and salary is commensurate with experience but starts at \$41,000. For more information or to apply contact Shauna Friesen at shauna@eastsidechurch.ca.

Infant/Toddler Teacher – Wild Lilac Child Development Community

Wild Lilac Child Development Community is a progressive and inclusive nonprofit early childhood education program that has been serving children and families for over a decade. They are searching for a teacher/caregiver to join their community. The position is part time, hourly, and open immediately. The hours are Monday through Friday from 12:30-6:00pm. If you are interested in applying, please send a cover letter and resume to employment@wildlilac.org. Please include in your cover letter your personal philosophy for early childhood education, your experiences, who you are and what you care about most in this work.

Children’s Ministry Lead Teacher Positions – Bridge City Community Church

BCC Church is a small community church that meets on Sunday nights in the Milwaukie area. Their service consists of 3 parts: worship, meal, and small groups. They meet from 4:30 to 7:30 each week. They are a non-denominational church, who welcomes people of all types and backgrounds. They are seeking a part-time worker to join their Children’s Ministry Team. They have between 5-20 kids on a given night. Responsibilities include preparing for, leading, and cleaning up after lessons and class activities as well as engaging kids in meaningful relationships and play. Background check will be required. CPR and first aid training is a plus. Please respond with email including your contact information, a resume, and a paragraph about why you feel qualified for this position to techswife98@msn.com.

Youth Director Job Description - Clear Creek Church

CCC has a culture of inclusion, encouragement and development that has raised up many youth and ministry leaders, providing them opportunities for growth personally, spiritually and in ministry. If you are looking to serve in a healthy church community with lots of room to grow. They are seeking a director to organize, lead, and teach the youth of Clear Creek middle and high school. Minimum job requirements include a BA in education and/or 2-3 experience as a leader in youth ministry as well as an ability to communicate and teach God’s Word. The position is part-time 10-15 hours per week with the potential for growth and experience in additional teaching opportunities and development. Please email a cover letter and resume to churchoffice@clearcreekpdx.com.

Childcare Professional – Lil Sprouts

Lil Sprouts Academy is a childcare facility and preschool with 5 classrooms, serving ages 6 weeks to 6 years. They offer a caring environment with a unique blend of child-driven discovery, progressive learning, dynamic recreation and wellness. Lil Sprouts Academy is seeking qualified, experienced early childhood professionals for various age groups and classrooms. Duties include ensuring safety, assisting with children's daily routines, planning and implementing early childhood curriculum, and building positive relationships with children and their families. To apply, visit <https://astoria.applicantpool.com/jobs/>.

Customer Service Representative – Human Services Council

The Human Services Council is seeking qualified applicants for the position of customer service representative for its transportation services program. CSRs determine eligibility and authorize transport for Medicaid and Non-Medicaid clients in SW Washington. Screening and scheduling are performed over the phone. Minimum requirements include two years of college level course work and one year or relevant work experience. Bilingual skills are highly desirable. To apply, complete an application packet which includes a human services council application form and a resume detailing how your education and work experience prepares you to perform each aspect of the attached job description. Please provide responses on a separate document to the following questions: Describe your experience interviewing clients, obtaining information, and providing assistance over the phone in person. Describe your experience working in a fast-paced, multi-tasking call center environment. To apply: Job announcements, descriptions and application form are downloadable from our website at www.hsc-wa.org.

Public Records Coordinator and General Counsel Assistant – OSB

The Oregon State bar is seeking someone to provide timely response to public records requests, secretarial and administrative assistance to the General Counsel's Office, and backup support to the General Counsel Program Coordinator and Adjudicator Assistant. Some completed college or business school course work and two years administrative experience is required. The salary range for this position is \$22.26 per hour. If interested, send a resume with a cover letter to the Director of Human Resources to hr@osbar.org.

Director of Properties – Girl Scouts of Oregon & Washington

The Director of Properties ensures that the council's 13 properties which include 9 program properties, 6 camps and outdoor program centers and 3 indoor program centers are maintained and developed to meet the operational needs of current council programs and ready for future initiatives. The director also contributes substantially to the maintenance and improvement of our 4 council offices. The director supervises 7 full and part time property rangers and the site registrar. For more information, or to apply submit an application, resume, and references to <http://www.girlscoutsw.org/en/our-council/careers.html>.

AmeriCorps Service Members – College Possible

College Possible is currently recruiting to fill AmeriCorps and VISTA positions for fall 2018. By serving with College Possible, Service Corps members assist low-income high school students in earning admission into college and in succeeding while they work towards a degree. As an organization, College Possible has achieved measurable success due to the idealism and hard work of their amazing members.

To date, 98% of their graduating seniors have been admitted to college, and their students graduate from college at rates four times higher than their peer. If chosen to serve, you will know that you are making a real and quantifiable impact on students' lives as they apply to attend college. If you are considering applying for an AmeriCorps or VISTA position with College Possible, you can begin the application process by contacting AProgram@CollegePossible.org.

Multiple Positions - Pedalheads Bike Camps

Pedalheads is a learn to ride bike program teaching kids ages 3-10 to get off of training wheels and ride safely on the road. They are hiring three positions for 2018: Promotional Staff, Site Leaders, and Camp Instructors. They are hiring both part time and full time positions for the summer. For more information visit www.pedalheads.com. If interested, email your resume and cover letter with questions to Dominique at dlucia@pedalheads.com.

Stationary Engineer – Mondelez International

Mondelez manufactures products such as Cadbury, Milka, Prince, and Oreo. They are seeking a stationary engineer to provide all technical assistance to adapt new production machinery, conduct ongoing preventative inspections, and provide on-call repair services for production machinery. Job requirements include an associate's degree in machine shop principles or related trade, five years applied experience in a maintenance environment, pressure systems experience, and HVAC experience. To apply, please visit: www.mondelezinternational.com/careers - job number 1711827.

Summer Teaching - Institute of Reading Development

The Institute of Reading Development is seeking candidates for summer 2018 teaching positions. They seek applicants with an undergraduate degree or higher education from any discipline. They provide paid training program and comprehensive on-going support. If selected, earn more than \$6,500 during the summer. Teachers typically earn between \$550 and \$700 per week while teaching. Gain over 500 hours of teacher-training and teaching experience with a variety of age groups. If interested, submit at application and learn more about teaching for the Institute at <http://instituteofreadingdevelopmentteachingjobs.com/>.

Sales Representative – Pepsi

Pepsi is hiring a primary store-level sales person to provide service to large account supermarkets and growing businesses in assigned accounts. The position orders products to be delivered by another employee to the store. The sales representative also rotates and stocks products, builds displays, and sets up promotional materials and banners. This position is full time, day shift, and starting salary is \$48,927 annually. For immediate consideration, please visit www.pepsicjobs.com.

Experienced Fleet Technician – Pepsi

This position performs diagnostic and repair work, including scheduled preventative maintenance and necessary repairs to automobiles, trucks, vans, and forklifts. This department includes a variety of positions and job opportunities, ranging from entry-level to master technicians; 3-5 years of relevant work experience are required for this experienced level position. Pepsi provides training and continuous education to continue your career development. This position is full time and the starting pay is \$24.71 per hour. A CDL A permit is required prior to hire. For more information or to apply visit www.pepsicjobs.com.

Loader – Pepsi

This labor-intensive position is responsible for loading transport, bulk, and route trucks. Each type of loading requires strict attention to order accuracy with respect to loading outgoing trucks and unloading incoming trucks. Position requires repetitive lifting from 20-45 pounds per case repeatedly during a long work period. Must be 18 years of age or older to apply. Position is full time, evening shift, and starting pay is \$17.07 per hour. For immediate consideration, please go to www.pepsicojobs.com.

- ✓ **To search for more job opportunities, visit our website! We have provided links for the top search engines to help you with career exploration.**
- ✓ If you would like any additional information or contact information for the listed jobs, please let either of us know. We would be happy to connect you!
 - Rod Johanson 503.517.1010 rjohanson@warnerpacific.edu
 - Christina Hopkins 503.517.1692 wsas1@warnerpacific.edu