



## PAID SUMMER INTERNSHIP PROGRAM

Spurwink is offering paid summer internship opportunities for the summer of 2024. These internships will be held at our administrative headquarters in Portland, Maine. Choose from one of the following departments: Human Resources, Information Technology, Advancement, Finance, Continuous Quality Improvement, and Outpatient and Community Services.

### **BENEFITS OF AN INTERNSHIP COHORT**

The group of interns will meet as a cohort weekly to help form camaraderie, share their experiences, and learn from knowledgeable Spurwink employees.

### **DETAILS OF INTERNSHIP**

- Location: Portland, Maine
- Type of internship: Hybrid position (mostly in-person)
- Program duration: 10 weeks
- Time period: June 3rd - August 9th
- Hours per week: 32 hours/week
- Personal Computer: Each intern will receive a laptop during the internship

### **INTERNSHIP REQUIREMENTS**

- Ability to commute to Portland, Maine four days a week
- Ability to use Microsoft 365
- Attend a weekly reflection session with the cohort
- Learn weekly with the support of a mentor and supervisor
- Create a capstone project, sharing educational goals, skills learned, and experiences

**APPLY ONLINE: [spurwink.org/careers](https://spurwink.org/careers)**

Application Deadline: Friday, February 23, 2024

### **QUESTIONS & CONTACT:**

Brian Thill, Internship Coordinator  
207.804.6800 or [bthill@spurwink.org](mailto:bthill@spurwink.org)



*Spurwink is an Equal Opportunity Employer*