



Partner-Agency Internship/Fellowship Program

The City of Eagle Pass will partner with private, nonprofit or government entities to form a coordinated city-wide internship/fellowship program. This internship/fellowship program is available for a qualified college student majoring in Business, Communications, Education, Engineering, Healthcare, International Business, Marketing, Political Science, Government or Public Policy from Southwest Texas Junior College or Sul Ross State University, who are at least in their Junior year in college. College graduates will be considered “**fellows**” and undergraduate students will be considered “**interns.**”

The chosen intern/fellow will work with participating business, nonprofit, or government entities in support of the Eagle Pass Business & Economic Development Committee (BEDC) and under the supervision of the partner agency and EMC Strategy Group, LLC. This unique opportunity will expose the intern/fellow to hands real-world professional experience in a business, nonprofit, or government entity in Eagle Pass, TX, and its surrounding community. The intern/fellow will participate in key meetings, such as; site-based staff meetings, the Eagle Pass Business & Economic Development Executive Committee, Sub-Committees, Quarterly Meetings, and Annual Business Meeting.

Interns/fellows will also meet with business and community leaders, elected officials, government employees of city, state, county and federal level.

Typical duties will include communications, research, drafting correspondence, meeting preparation, special event planning, and marketing. Interns will work at least three days a week and coordinate work schedules with the partner agency.

Inter/fellow candidates must apply by submitting applications directly to ernie.gonzalez@emcstrategygroup.com. Candidates must also submit three letters of recommendation from college or university professors and an organizational head from an organization where the candidate volunteers.

Qualifications for internship program:

1. Junior or above from an accredited college or university
2. Major in Business, Communications, Education, Engineering, Healthcare, International Business, Marketing, Political Science, Government or Public Policy
3. Active member in civic or fraternal organization
4. GPA of 2.8 or above
5. Ability to provide own transportation
6. Strong written and oral skills
7. Be personally recommended by a dean, professor or professional mentor

Compensation: The chosen intern/fellow will receive a \$1,200 stipend to be paid equally in three installments during the semester.



Partner-Agency Internship/fellowship Program Application

Name: _____ School: _____

Major: _____ Grade: _____ GPA: _____

Candidate Address: _____ State: _____ Zip: _____

Phone Number: _____ Email Address: _____

Please answer the questions below and attached letter of interest, and 3 letters of recommendation from a dean, professor or professional mentor.

Have you ever served in an internship program? Y/N. If so, please name: _____

What is your educational goal? _____

What is your professional goal? _____

Are you involved in a civic or fraternal organization? Y/N. If so, please name: _____

Are you a military veteran? **Y/N**. If so, please name branch: _____

Are you currently in the Military Reserves or National Guard? Y/N. If so, please name: _____

If selected are you able to provide your own transportation to and from meetings? Y/N

Please summarize your strengths below. You may include additional information in your letter of intent.

If candidate is chosen it will be the responsibility of the candidate to participate in an Internship Orientation given by EMC Strategy Group, LLC, and any site based required orientation/training.

Candidate signature _____ Date: _____

APPLICATION DEADLINE: December 15, 2017

For additional information, please contact ernie.gonzalez@emcstrategygroup.com or call

210.960.4340, ext. 101