



MCLEAPS Fall 2025 Internship Proposals (10)

Learn about the MCLEAPS Internship Program, eligibility and benefits here - <https://publicservice.asu.edu/mcleaps-internships>

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OFFICE/DEPARTMENT NAME: Enterprise Technology and Innovation (ETI) - GIS
OFFICE/DEPARTMENT WEBSITE: <https://gis.maricopa.gov>
SUPERVISOR: Shiloh Johnson, GIS Program Manager
LOCATION: 301 S 4th Ave. Phoenix, AZ 85003

ABOUT

If you are looking for a career in a dynamic organization that embraces a can-do spirit - Look at Maricopa County ETI!

We are a team that prides ourselves on leveraging technology to create digital transformations. We look for ways to bring about innovative solutions while providing top-notch customer service. Apply today and become part of the team that makes a lasting impact on the future of technology at Maricopa County.

PROJECT SCOPE & INTENDED OUTCOMES

The selected MCLEAPS Intern will edit GIS data and develop cartographic products for the Planning and Development department. The Intern will learn about the Development processes, including planning, zoning, and drainage review. The Intern will have the opportunity to practice using Esri products including ArcPro and ArcGIS Online, as extension of classroom learning or new learning. The tasks listed are a representation and not an all-inclusive list of essential job tasks for this position.

- Updating zoning, land use, and case feature classes Skills required/taught: point and polygon feature editing, attribute editing, COGO editing
- Assisting in update of historic case feature class Skills required/taught: polygon feature editing, attribute editing
- Create cartographic products related to Planning and Development cases Skills required/taught: digital cartography
- Ad hoc geographic analysis Skills required/taught: data analysis

PREFERENCES, DESIRED COMPETENCIES, ACADEMIC DISCIPLINES, AND SKILLSETS

Candidate preference for ASU students with an interest in learning and using Geographic Information Systems (GIS) for high impact professional work. An introductory class or experience in GIS would be beneficial and further qualify the candidate

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OFFICE/DEPARTMENT NAME: Office of the Public Defender
WEBSITE: <https://www.maricopa.gov/558/Public-Defender>
SUPERVISOR: Jennifer Gebhart, Mitigation Specialist Supervisor
LOCATION: 620 West Jackson, Suite 4015 Phoenix, AZ 85308

ABOUT

Join one of the largest Public Defender offices in the country. We provide innovative, client-centered legal representation in the full range of criminal matters to clients unable to afford representation. Our attorneys and staff are dedicated to treating our clients with respect and dignity as we defend their constitutional rights in a court of law. This is a fast-paced department with an opportunity to make a difference in the lives of the people we serve.

PROJECT SCOPE & INTENDED OUTCOMES

The **Office of the Public Defender** is seeking a **MCLEAPS intern** for **Fall 2025** to assist in the development of a **collaborative guide** for paralegal and mitigation teams. This project is an expansion of ongoing efforts to enhance training materials and streamline onboarding for new employees in these roles.

Key Responsibilities:

- Work closely with **paralegal and mitigation supervisors** to refine and expand an internal **reference manual**.
- **Organize and review** collected materials to develop best practices for specialized case types, including **juvenile in adult court, reentry, and homicide cases**.
- **Update and enhance** mitigation resources for attorneys and staff, incorporating **community and probation resources**.
- Gain **firsthand experience** in the criminal justice system by engaging with professionals dedicated to public defense.

What You'll Gain:

- Hands-on experience in a **legal office setting**, working with **paralegal and mitigation teams**.
- Exposure to **criminal defense strategies** and the role of mitigation in client representation.
- A deeper understanding of **public defense mission and case appointments**.
- A chance to contribute to a **meaningful project** that will have a lasting impact on training and casework within the office.

This internship is ideal for students interested in **law, public policy, criminal justice, or social work** who want to gain practical experience in a dynamic legal environment.

PREFERENCES, DESIRED COMPETENCIES, ACADEMIC DISCIPLINES, AND SKILLSETS

The ideal candidate for this internship could come from any program within the Watts College of Public Service and Community Solutions. Our team consists of professionals with diverse academic backgrounds, including social work, criminal justice, public affairs, and community resources and development, and we welcome applicants with a variety of interests and skill sets.

Key Qualifications:

- Creativity and innovation in approaching tasks
- Strong collaboration skills and the ability to work effectively within a team
- A keen interest in understanding and improving processes
- Excellent verbal and written communication abilities
- Ability to work independently after initial direction
- Eagerness to learn and grow professionally
- A sincere interest in the judicial system and the mission of the Maricopa County Office of the Public Defender
- We are seeking a candidate who is enthusiastic about public service, passionate about justice, and ready to contribute to meaningful work.

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OFFICE/DEPARTMENT NAME:

Juvenile Probation Department

WEBSITE:

<https://superiorcourt.maricopa.gov/departments/probation-offices/juvenile-probation/>

SUPERVISOR:

Yami Martinez - Volunteer & Intern Program Coordinator

LOCATION:

3125 West Durango Street Phoenix, AZ 85009

ABOUT

The Juvenile Probation Department of the Judicial Branch of Arizona in Maricopa County is dedicated to providing innovative and efficient juvenile justice services grounded in evidence-based practices and research. These services improve the safety of our community, hold youth accountable through developmentally appropriate orientation, and ensure the public's trust and confidence in the Judicial Branch. Join our Juvenile Probation Department in its mission to promote public safety through positive change as we connect youth to the community and provide opportunities that are delivered with fairness, dignity, and respect

PROJECT SCOPE & INTENDED OUTCOMES

The Maricopa County Juvenile Probation Department (MCJPD) is offering student interns a unique, hands-on opportunity to apply

their college coursework in a professional juvenile justice environment. As part of the 4th largest probation department in the country, interns will gain valuable experience and insights into the three bureaus that drive MCJPD: the Administrative Services Bureau (ASB), the Community Services Bureau (CSB), and the Detention Services Bureau (DSB).

Through a range of evidence-based approaches, these bureaus work collaboratively to support system-involved youth. MCJPD also partners with State, county, and local government agencies, community-based and non-profit organizations, schools, and other community leaders to improve outcomes for justice-involved youth in Maricopa County.

Internship Opportunities Include:

- Shadowing officers in both detention and the field
- Observing court hearings
- Participating in the detention tutoring program
- Joining ride-alongs with field officers
- Assisting with research projects and new program implementation
- Supporting the Hope Closet initiative, which provides appropriate clothing for justice-involved youth in need

This internship provides an immersive experience for students interested in criminal justice, social services, and juvenile justice, offering a unique blend of practical learning and community impact

PREFERENCES, DESIRED COMPETENCIES, ACADEMIC DISCIPLINES, AND SKILLSETS

Successful candidates will be required to pass an additional - basic criminal- background check prior to official confirmation to serve as a MCLEAPS Intern for this department.

We are seeking ASU students who have a passion for working with justice-involved youth. All interested candidates pursuing a degree in Criminal Justice, Social Work, Education, Public Administration, Public Policy, Communication, Content Creation and/or Journalism who can provide examples of relevant skills will be considered. Successful candidates will be ambitious, motivated and self-driven, with diverse skill sets. We have opportunities for those interested in our Officer roles, and also non-badged/civilian roles such as: Research and Planning; Staff Recruitment; and Government Administration; and a variety of programs that focus on Positive Youth Development.

Our desired competencies include: organization and project management skills, critical thinking and decision making skills, and effective communication skills. Team-oriented individuals open to feedback, collaboration and coaching will succeed in this internship. Flexibility, patience and empathy for others will help the selected intern thrive.

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OFFICE/DEPARTMENT NAME:	Maricopa County Parks and Recreation
WEBSITE:	https://www.maricopacountyparks.net/
SUPERVISOR:	Juanita Armstrong-Ullberg, Natural Resource Specialist
LOCATION:	41835 N. Castle Hot Springs Rd. Morristown, AZ 85342

ABOUT

Maricopa County is home to one of the largest regional parks systems in the nation with over 120,000 acres of open space parks that include hundreds of miles of trails, campgrounds, nature centers and the Desert Outdoor Environmental Learning Center at Lake Pleasant.

Currently, there are 12 regional parks in the system which we're happy to report were visited by over 2.4 million people in 2018. Whether you're planning on hiking along a barrier-free trail, enjoying the scenic Sonoran Desert views on horseback, or peddling rigorously up a trail on a mountain bike, the parks offer a variety of opportunities for all types of users, ages and comfort levels. Best of all, Maricopa County's regional parks are all within a 45-minute drive from downtown Phoenix! The department is staffed by a team that is passionate about what they do and dedicated to our mission and vision which are:

Our vision is to connect people with nature through regional parks, trails and programs, inspire an appreciation for the Sonoran Desert beauty and natural open spaces, and create life-long positive memories.

Our mission, through responsible stewardship, is to provide the quality parks, trails, programs, services and experiences that energize visitors and create life-long users and advocates.

PROJECT SCOPE & INTENDED OUTCOMES

The Natural Resources Intern will gain hands-on experience in ecological field techniques, providing a strong foundation for future careers in ecology, conservation, and natural resource management. This internship offers rare mentoring opportunities in field-based ecological research, including ARC-GIS field mapping, native flora and fauna identification, and science-based monitoring protocols.

Internship Overview:

Throughout the semester, interns will work on three key projects:

- Native Seed Harvest
 - Learn to identify native plants in seed form and collect seeds sustainably.
 - Process and document seed data using Microsoft Excel.
- Biodiversity Data Collection
 - Identify native plant and wildlife species using morphological characteristics.
 - Work with iNaturalist data, wildlife camera footage, and other research sources to analyze biodiversity trends.
- Wildfire Effects Monitoring
 - Conduct long-term Saguaro monitoring using the Point Quarter Transect method.
 - Assess and document fire impacts on Saguaro populations.

What You'll Gain:

- Hands-on experience in field-based ecology and natural resource management.
- Training in GIS mapping, biodiversity data analysis, and ecological monitoring methods.
- Exposure to real-world conservation and land management challenges.
- A unique opportunity to develop professional skills and work alongside experts in the field.
- This internship is ideal for students interested in environmental science, biology, conservation, or sustainability who want to gain practical experience in field ecology and resource management.

PREFERENCES, DESIRED COMPETENCIES, ACADEMIC DISCIPLINES, AND SKILLSETS

Preferred Interns working towards a career in ecology, natural resources, parks, and recreation, or similar field, and some experience with native species and familiarity with Microsoft products. Ability to work in a team and office setting and individually in the parks.

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OFFICE/DEPARTMENT NAME:	Planning and Development - Code Enforcement
WEBSITE:	https://www.maricopa.gov/797/Planning-Development
SUPERVISOR:	Darren Gerard, Planning Division Manager
LOCATION:	301 W. Jefferson Suite 170, Phoenix, AZ 85003

ABOUT

The Maricopa County Planning and Development Department provides a wide range of services for unincorporated Maricopa County including land use planning and entitlement, building permit review and inspection, and code

compliance. We strive to deliver these services to our community in a responsive, resourceful and results-oriented manner. Thanks to a strong economy and year-round sunshine, Maricopa County is currently the fastest growing county in the nation. This growth creates exciting opportunities for professionals in the planning, construction and engineering fields to shape the future of the built environment through a career with the Maricopa County Planning and Development Department.

PROJECT SCOPE & INTENDED OUTCOMES

The Maricopa County Planning & Development Department is seeking a MCLEAPS intern to serve as a research assistant, conducting in-depth analysis on zoning ordinances, code enforcement procedures, and land use planning. This internship provides a unique opportunity to gain hands-on experience in policy research and local government operations, while also shadowing professionals in the field.

Key Responsibilities:

- Conduct thorough research on zoning ordinance topics and code enforcement procedures from other jurisdictions.
- Compile research findings into structured reports using Excel and Word for use in department policy development.
- Shadow hearings, staff members, and case reviews on land use, plan development, and enforcement actions.
- Participate in fieldwork with code enforcement officers to understand real-world application of zoning regulations.
- Assist in reviewing code enforcement methods with management and county counsel to help shape department directives and substantive policy statements.
- Support the Zoning Ordinance review process by:
 - Proposing graphics, tables, and charts to enhance clarity in regulations.
 - Researching and recommending definition revisions or new terms for zoning policies.
- Contribute to the Comprehensive Plan update by researching land use planning and development topics.

What You'll Gain:

- Hands-on experience in zoning and code enforcement research.
- Exposure to local government processes, hearings, and policy discussions.
- Field experience with code enforcement officers, learning how regulations are applied in practice.
- Mentorship from planning and legal professionals in government.
- The ability to contribute to meaningful policy development within the county.

The intern will produce comprehensive research reports, organized in both Excel spreadsheets and Word documents, similar to the format used in past projects. This internship is ideal for students interested in urban planning, public policy, law, geography, or environmental studies who want to develop practical research and analytical skills in a government setting.

PREFERENCES, DESIRED COMPETENCIES, ACADEMIC DISCIPLINES, AND SKILLSETS

Preferred Competencies:

- Fluent in English reading, writing, and speaking
- Proficiency in Microsoft Office Suite, including:
 - Word (document creation and formatting)
 - Excel (data organization and analysis)
 - PowerPoint (presentation development)
 - Outlook (email and scheduling)

Preferred Academic Disciplines:

- Urban Planning
- Public Administration
- Criminology
- Law
- Political Science
- Related fields in government, policy, or regulatory affairs

Preferred Skillsets:

- Time management – Ability to handle multiple tasks efficiently
- Organizational skills – Structuring and managing work effectively
- Communication – Strong written and verbal skills for reports and presentations
- Customer service – Professional interaction with stakeholders and the public
- Research – Ability to conduct thorough policy and procedural analysis
- Business and creative writing – Producing structured reports, summaries, and visual content
- Graphic skills – Ability to create charts, tables, and visual aids for policy documents

These competencies and skills will enable the intern to successfully conduct research, organize findings, and contribute to the department's zoning and code enforcement projects.

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OFFICE/DEPARTMENT NAME:	Recorder's Office
WEBSITE:	https://recorder.maricopa.gov/
SUPERVISOR:	Ilene Haber/Sarah Frchette
LOCATION:	301 W. Jefferson St. Phoenix, AZ 85003

ABOUT

The Maricopa County Recorder's Office (MCRO) processes and preserves public records such as deeds and plats, recording nearly 1 million documents annually. With over 50 million searchable documents dating back to 1871, the office provides essential services to thousands of residents daily.

MCRO also maintains voter registration records for 2.6 million active voters and collaborates with Maricopa County Elections to administer local, state, and federal elections. Additionally, the office works closely with the Board of Supervisors, Assessor's Office, and Treasurer's Office through the STAR Call Center.

Committed to innovation and customer service, MCRO continues to enhance its award-winning in-person and digital recording services to better serve Maricopa County residents.

PROJECT SCOPE & INTENDED OUTCOMES

The Maricopa County Recorder's Office (MCRO) is seeking a MCLEAPS intern for Fall 2025 to gain hands-on experience in election administration and voter registration. This internship offers a unique opportunity to work behind the scenes and in public-facing roles, providing a comprehensive understanding of election processes and government operations.

Key Responsibilities:

- Assist in maintaining the voter registration database.
- Conduct voter registration training and outreach, with a focus on engaging college and university students.
- Communicate with overseas voters to ensure ballot access.
- Verify signatures on mail-in ballots to uphold election integrity.
- Address constituent concerns related to voter registration and election procedures.
- Assist in the homebound voter program, ensuring accessibility for all voters.

What You'll Gain:

- Direct experience in election administration and voter outreach.
- Networking opportunities with government officials and election experts.
- Exposure to policy implementation and public service operations.
- The chance to work on supplementary projects tailored to your interests and career goals.
- A strong foundation for future careers in public service, government, or election administration.

The MCRO is dedicated to developing the next generation of public servants. Many former interns have successfully transitioned into permanent roles within Maricopa County government, making this a valuable stepping stone for students pursuing careers in law, political science, public administration, or related fields.

PREFERENCES, DESIRED COMPETENCIES, ACADEMIC DISCIPLINES, AND SKILLSETS

Desired Competencies:

- Strong written communication skills for reports, outreach materials, and correspondence.
- Effective public speaking abilities for voter education and community engagement.
- Excellent organizational skills to manage multiple tasks and projects efficiently.

Preferred Academic Disciplines:

- Communications
- Journalism
- Political Science
- Education
- Justice Studies
- Graphic Design

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OFFICE/DEPARTMENT NAME: **Public Fiduciary**
WEBSITE: www.maricopa.gov/pubfid
SUPERVISOR: Melissa Martin, Benefits Supervisor
LOCATION: 222 N Central Ave., Phoenix, AZ 85004

ABOUT

Join the Maricopa County Public Fiduciary (MCPF) and make a difference in the lives of Maricopa County's most vulnerable adults. Our dedicated team of professionals provides compassionate guardianship, conservatorship, and decedent services for those vulnerable adults who do not have another person or agency willing to serve. We are looking for individuals who are passionate about helping others and who are interested in innovative and collaborative efforts to meet the needs of this growing population.

PROJECT SCOPE & INTENDED OUTCOMES

The intern will participate in a comprehensive project aimed at enhancing our support services for individuals accessing entitlements.

The project scope includes:

- **Assessment of Client Needs:** The intern will help identify clients' basic needs, focusing on healthcare, financial assistance, housing, Social Security benefits, and mental health support.
- **Coordination and Collaboration:** The intern will work alongside various agencies and Public Fiduciary staff to ensure seamless service delivery, facilitating communication between clients and service providers during weekly Social Security visits.
- **Documentation and Process Management:** The intern will assist in updating and creating internal process documents, which will include information about available benefits for all clients and the necessary steps to obtain those benefits for clients. This role will provide valuable skills in data and process management.

Intended Outcomes include:

- Improved client support through enhanced coordination of services.
- Increased understanding among clients regarding their entitlements and available resources.
- Development of the intern's skills in social services, client advocacy, problem-solving, and effective

communication.

- Creation of a streamlined process for handling benefit inquiries and documentation submissions, ultimately leading to better service delivery.

PREFERENCES, DESIRED COMPETENCIES, ACADEMIC DISCIPLINES, AND SKILLSETS

To ensure we recruit an intern who can effectively contribute to the project, we are seeking candidates with the following competencies, academic disciplines, and skill sets:

Desired Competencies:

- Strong interpersonal and communication skills for effective engagement with staff and stakeholders.
- Critical thinking and problem-solving abilities to address challenges and navigate complex situations.
- Attention to detail and strong organizational skills for managing documentation and processes.

Academic Disciplines:

- Social Work, Public Administration, Human Services, or related fields.
- Relevant coursework in social policy, community organization, or public service will be beneficial.

Skill Sets:

- Basic understanding of benefits programs, particularly in healthcare and Social Security.
- Technical skills related to data management and documentation processes.
- Experience or familiarity with client advocacy and social service environments is a plus.

By recruiting an intern with these qualities, we aim to build a capable support team that enhances our services and improves outcomes for the clients we serve. At the same time, the intern will gain transferable knowledge and skills that will benefit their future career in social services.

Disclaimer: May include traumatic subject matter, such as reports describing abuse, neglect, or exploitation of the vulnerable.

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OFFICE/DEPARTMENT NAME:	Office of Procurement Services – Contracts and Negotiations
WEBSITE:	https://www.maricopa.gov/2087/Procurement-Services
SUPERVISOR:	Joey Molina, Procurement Manager
LOCATION:	301 W. Jefferson St. Phoenix, AZ 85003, 7th Floor

ABOUT

We are an award-winning central agency whose goal is to ensure that all the departments within Maricopa County get what they need and when they need it to serve our community best. The Procurement Team is responsible for the County's records management, contract compliance, and purchase card program administration.

Join our committed team of professionals in making sure all the County's departments get what they need to deliver the right service at the right time and the right price.

PROJECT SCOPE & INTENDED OUTCOMES

We are seeking an intern to assist with the ARPA Capacity Stabilization initiative, aimed at managing contracts funded by the American Rescue Plan Act (ARPA). With increased funding available through ARPA, the county needs to ensure that contracts used by departments remain active through December 2026. This role offers an excellent opportunity to gain experience in contract management and interdepartmental collaboration.

Key Responsibilities:

- Work closely with vendors and county departments to process contract extensions and renewals.
- Assist in coordinating communications between departments and vendors to ensure timely processing of contract

modifications.

- Maintain accurate records and documentation related to contract extensions.
- Support the review and analysis of current contracts to identify those requiring extensions or renewals.

Learning Opportunities:

- Gain practical experience in contract management and procurement processes.
- Develop skills in vendor relations and interdepartmental collaboration.
- Understand the impact of federal funding initiatives on local government operations.

This internship is ideal for students interested in public administration, business, or law, providing valuable insights into the management of government contracts and the effects of federal funding on local services.

PREFERENCES, DESIRED COMPETENCIES, ACADEMIC DISCIPLINES, AND SKILLSETS:

OPS is seeking a highly motivated individual that is seeking to learn how the dynamics of government procurement work through our departments that have a direct impact on services for County residents and citizens. This candidate should be able to communicate with the Procurement Officers and multiple departments that they may come in contact with. The candidate will be full immersed into government procurement and should be flexible and open to learning from front line Procurement professionals. Candidates with demonstrated computer savvy and understanding of content and file management will be successful. Successful candidate will also provide examples of ability to manage competing priorities and switch gears fairly quickly, and show ability to manage time and work well independently.

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OFFICE/DEPARTMENT NAME: Maricopa County School Superintendent
WEBSITE: <http://schoolsup.org>
SUPERVISOR: Shane Wikfors / Director, Government & Public Relations
LOCATION: 4041 N. Central Ave. Phoenix, AZ 85012 11th floor

ABOUT

The Office of the School Superintendent is responsible for providing services that support school governing board elections, bond and override elections, appointments, school finance, and maintain homeschool and private school records. The Superintendent leverages the office to strengthen teacher's voices, increase respect for the education profession, and create resources that expand the capacity of teachers, administrators, and support staff.

PROJECT SCOPE & INTENDED OUTCOMES

The Maricopa County School Superintendent’s Office (MCSS) is seeking a MCLEAPS intern to gain firsthand experience in public service, education policy, and school finance. This internship offers a unique opportunity to support statutory responsibilities while contributing to initiatives that strengthen teacher voice, increase respect for the education profession, and develop resources for educators.

Key Responsibilities:

- Assist with school district bond and override elections and support school finance functions.
- Conduct data research, community outreach, and resource development to support MCSS initiatives.
- Contribute to public and media relations events promoting education and community engagement.
- Gain exposure to cross-departmental functions within MCSS, working on projects that impact teachers, administrators, and support staff.
- Work closely with a county-wide elected official and executive team members as they fulfill statutory roles.

What You'll Gain:

- Real-world experience in public service and education policy at the county level.
- Exposure to school finance, elections, and education leadership initiatives.
- Hands-on involvement in community engagement and resource development.
- The opportunity to network with education professionals and policymakers.

This internship is ideal for students interested in public policy, education administration, political science, or community development who want to make an impact in the education sector.

PREFERENCES, DESIRED COMPETENCIES, ACADEMIC DISCIPLINES, AND SKILLSETS

Intern should be organized and be able to write and communicate well; Intern should have basic knowledge and understanding of government roles, functions, operations, protocols, service; Intern should understand the use of technology, data and social media platforms.

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OFFICE/DEPARTMENT NAME:	Human Services – Data Management Intern
WEBSITE:	https://www.maricopa.gov/5270/Human-Services
SUPERVISOR:	Nicholas Ely, Senior Information Technology Project Manager
LOCATION:	234 N Central Ave, Phoenix, AZ 85004

ABOUT

Human Services coordinates and administers essential support programs and services to vulnerable populations to enhance quality of life and strengthen communities. Programs include Head Start, career development, independent living support for seniors and adults with disabilities, repair programs for homeowners, funeral assistance, support services for people experiencing homelessness, and assistance with rent and utilities.

PROJECT SCOPE & INTENDED OUTCOMES

We are seeking an intern to assist in the optimization of our information system, focusing on data integrity, analytics, and system efficiency. This role will provide hands-on experience in three key areas: data quality improvements, analytics and reporting automation, and software development support.

Key Responsibilities:

Data Integrity & Quality Improvements:

- Validate and clean data within our Microsoft Dynamics CRM system.
- Collaborate with the data analyst team to identify and correct inconsistencies in historical data.
- Participate in data auditing tasks to ensure compliance with standards and improve data governance practices.

Analytics & Reporting Automation:

- Work with the analytics team to build dashboards in Power BI for real-time data reporting.
- Help automate recurring reports and streamline manual processes using tools like SQL and Power BI.
- Engage in forecasting projects analyzing historical trends and future projections using advanced Excel and Power BI functionalities.

Software Development Support:

- Assist the software engineering team with routine development tasks, such as troubleshooting issues in CRM modules or APIs.
- Contribute to writing and testing scripts that enhance system functionality or automate internal workflows.

- Shadow the helpdesk team to gain insights into common user issues and assist in problem resolution, learning to provide first-level technical support.

Intended Outcomes:

- **Enhanced Data Quality:** By the end of the internship, expect cleaner and more accurate datasets within the CRM, enabling better decision-making and reducing reporting errors.
- **Improved Reporting Efficiency:** The intern will automate several reporting processes, decreasing manual intervention and increasing the team's capacity for deeper analysis and innovation.
- **Development of New Dashboards:** We anticipate the launch of 1-2 new dashboards visualizing key metrics for our department, supporting stakeholders in tracking performance and trends.
- **Hands-On Technical Experience:** The intern will gain practical skills in data management, reporting, and software engineering, while providing meaningful contributions that enhance the overall performance of our information system.

This internship offers a comprehensive learning experience across data management, analytics, and technical support, allowing the intern to make valuable improvements to our information system.

PREFERENCES, DESIRED COMPETENCIES, ACADEMIC DISCIPLINES, AND SKILLSETS

Seeking Computer Science/ Data Analytics majors. Candidates should have a desire to learn about machine learning, practical data science, or the software development lifecycle.