



Kawerak, Inc.
2024 Summer Internship Program

Kawerak, Inc. announces our 2024 Summer Internship Program within our organization to provide exceptional leadership development and employment experience. Kawerak's 10- & 12-week paid internship program is available to Alaska Native/Native Americans, who have completed their Junior/Senior year of High School, and/or who are pursuing higher education from a post-secondary college.

Please read all instructions to make certain all the information you provide is accurate and complete. Applications that do not follow instructions or are incomplete will not be considered by the selection committee.

Program Overview

- Competitive paid internship - \$20/hr High School, \$25/hr post-secondary
- Successful applicants must have a 2.0 GPA or higher and are a current Kawerak Higher Education Scholarship recipient within the past year
- Work site placement available at Kawerak in Nome or in the Bering Strait region (your home community)
- Full time work schedule, 37.5 hours a week, for 10 – 12 weeks (May through August)
- Interns are expected to secure their own housing and accommodations during program
- Required leadership and skill building sessions

Deadline: post-marked or emailed

The completed application packet must be received or post-marked by **Friday, March 29, 2024** and must include the following documents:

- Signed summer internship application
- Current copy of college / technical transcript(s) from the previous semester
- One current professional reference letters
- Current resume
- Short Biography (Photo optional)

Application materials may be emailed to Stan Pearson at HR@kawerak.org or fax to: (907) 308-6657.

Application materials may also be mailed to:

Kawerak Internship Program
 Human Resources
 P.O. Box 948
 Nome, AK 99762

KAWERAK, INC.

PO Box 948 • Nome Alaska 99762 • 907.443.5231 • www.kawerak.org

Advancing the capacity of our people and tribes for the benefit of the region.



About Kawerak

Kawerak works hard to meet the needs of the people of the region through strong collaborations and cooperation with all 20 tribes, our regional medical center, and our Elder's wisdom and expert guidance. The scope of service and work is wide but our mission keeps us united and focused on meeting the identified needs and working together to engage in this mission.

Kawerak is truly empowered by the unity of our Tribes to serve our people, and we do this through facilitation and partnership. Lastly, we are guided and sustained by our traditions, values, and Native culture, all of which we hold dear and work to keep alive and integrated in all that we do.

Our Vision: Our people and tribes are thriving.

Our Mission: Advancing the capacity of our People and Tribes for the benefit of the region.

Kawerak Divisions & Programs:

Administration

- Human Resources
- Legal
- Accounting
- Information Technology
- Outreach/Public Relations

Cultural & Regional Development

- Community Planning & Development
- Eskimo Heritage Program
- Katirvik Cultural Center

Community Services

- Tribal Affairs
- VPSO Program
- Wellness
- Children & Family Services
- Transportation
- Facilities Program

Education, Employment, & Supportive Services

- Community Education
- Higher Education
- Employment & Training
- Tribal Welfare Assistance
- Vocational Rehabilitation
- Head Start
- Child Care Services

Natural Resources

- Marine Program
- Eskimo Walrus Commission
- Social Science Program
- Land Management Services
- Reindeer Herders Association
- Subsistence Resources
- Environmental Program

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KAWERAK 2024 SUMMER INTERNSHIP PROGRAM INTERN APPLICATION

Personal Information

Full Name:	
Summer Location	
Permanent Mailing Address:	
City, State, Zip:	
Email Address:	
Cell Phone:	Home/other phone:
Village/Tribal Affiliation (if any):	
Birth date:	Gender:

Education and Training

High School:	
Higher Educational Institution most recently attended:	
Expected Graduation Date:	Degree/Program:
Major:	Minor:
For Graduate Students: indicate your undergraduate	
School:	Degree:
Major:	Date Received:

Professional Reference Letter:

Please provide professional reference contact information

Name:	Email:
Title:	Phone:
<input type="checkbox"/> Tribal Official <input type="checkbox"/> Community Leader <input type="checkbox"/> Faculty Member <input type="checkbox"/> Other	

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Please indicate your primary and secondary choice in Kawerak program placement. Reference page 2 of application for Kawerak Division and Program list.	
Primary:	Secondary:
Short Biography	
We would like to learn more about you! On a separate piece of paper, please provide us with a one-page, double-spaced essay, prompts to include below:	
<ol style="list-style-type: none"> 1. What are your long-term goals? 2. What skills and job experience do you have in a business or other work environment? 3. What do you expect or hope to learn from this internship? 4. Why do you want to participate in the Summer Internship Program with Kawerak? 5. Tell us about yourself, your hobbies and interest, extracurricular activities you are involved in or anything else you would like to share with us. 	
Resume: (1-2 pages)	
Your resume should observe the following general format: Objective, Education History, Professional Experience, Clubs and Organizations, Awards and Recognition, Related Experience (i.e. coursework, research and extracurricular activities)	

Certification of Applicant

I hereby certify that the information contained in this application for an internship is correct to the best of knowledge. I understand that if I am employed, false information on this application is grounds for dismissal. I hereby authorize Kawerak, Inc. to investigate my past and present work, character, education, military and police records to ascertain any and all information which may be pertinent to my employment qualifications unless I have indicated not to do so. I release from all liability or responsibility all persons and corporations requesting or supplying such information. If employed by Kawerak, Inc., I agree that my employment is at-will and I also agree to conform to the Policy and Procedures of Kawerak, Inc.

Signature of Applicant

Date

