



Site List for Presidential Internship Program, Summer 2025

Please carefully review all internship descriptions and rank your top 3 site choices/positions within the Microsoft Form (Question #10). Note: Some sites have multiple positions available.

Organization

GardenShare

Farmers Market Ambassador: The Farmer Market Ambassador will primarily focus on support and strengthen the farmers market token system at St. Lawrence County Farmers Markets. This will include educating, sharing SNAP/EBT (Supplemental Nutrition Assistance Program) information and interacting with the public. The Ambassador will create outreach materials, educate the community, and support SNAP/EBT use as part of the farmers market token program at Canton and Potsdam market locations. This will enhance the operation of the existing GardenShare's farmers market token program. The token program allows all customers to have access to purchase and support local vendors via credit/debit cards, SNAP benefits, and fruit and vegetable incentive programs.

North Country Children's Museum

STEAM Education Intern: Support with planning and assist in teaching STEAM (science, tech, engineering, arts & math) innovative, hands-on summer programs for children in grades 1-5.

St. Lawrence County Public Health Department

1. Public Health Intern: Review current foodborne illness and arboviral illness educational materials. Update new foodborne illness/safe food handling educational materials as needed including hard copy, social media, and other PSA products. Update arboviral illness educational materials as needed including hard copy, social media, and other PSA products. Coordinate logistics of tabling at various farmers markets throughout the county to provide information to the public on safe food handling guidelines and arboviral illness prevention. Present information around safe food handling guidelines/foodborne illness information and/or arboviral illness prevention for at least one Office for the Aging event. Attend weekly statewide communicable disease update meeting. Attend Bridge to Wellness stakeholder meetings.
2. Public Health Mosquito Surveillance Intern (4 positions available): The primary internship task is to support the St. Lawrence County Public Health Department in launching a mosquito surveillance program in the county. Mosquitoes are important carriers of zoonotic diseases, including Eastern Equine Encephalitis (EEE), a dangerous virus which has only recently begun to appear in St. Lawrence County.

The Public Health Department, in collaboration with SUNY Potsdam, Clarkson, and SUNY ESF, is field-testing a surveillance system in summer 2025 to gather more information about the populations of mosquitoes that carry EEE and other diseases. This internship is an incredible opportunity for students interested in the growing field of zoonotic disease monitoring and prevention. The intern's responsibilities will be the following: 1. Participate in trainings with Public Health and SUNY Potsdam professors 2. Travel to two field sites each week to set mosquito traps and collect samples (sites are within 15 miles of Potsdam), 3. identify and sort (dead) mosquitoes in the lab and prepare samples for shipping to lab facility which will test them for disease We will train the students in everything they need to know for this work; no prior knowledge is necessary. All that applicants need is an interest in public health and mosquito-borne disease, a willingness to get out in the field and get dirty, and the ability to also work in a detail-oriented lab setting.

Algonquin to Adirondack Collaborative, Inc

Conservation Intern: The primary internship task is to conduct field work related to our ongoing road ecology research project in the 1000 Islands Region, a critical pinch point in the Algonquin to Adirondack Biological Corridor. The goal of the road ecology project is to increase wildlife connectivity through this region by figuring out how to help wildlife get across the main highways that cross the 1000 Islands Region. To do this we are 1) identifying hotspots on highways where many animals are hit by vehicles and 2) determining whether animals are using existing bridges and culverts to cross the highways. In summer 2023 and 2024, we had teams of student interns working on this project, and we would like to continue in 2025. The work consists of three main tasks: Conducting bicycle surveys along highway 12 and 37 and documenting the identity and location of roadkilled animals. Using a special protocol to survey bridges and culverts for wildlife passability. Managing game cameras that we have set at bridges and culverts and analyzing the images. We will train the students in everything they need to know for this work; no prior knowledge is necessary. All that is necessary is a desire to get out in the field, the ability to ride a bike for 25 miles in a day (about once a week), and an interest in wildlife conservation.

St. Lawrence Land Trust

Summer Intern: Primary tasks for the Summer Intern will be customized to the interest and focus of the applicant. The following is the range of SLLT's objectives for 2025: Fundraising for a new conservation easement project under our Fundraising & Development Committee, Monitoring and documenting updates of our existing easement properties under our Conservation & Land Management Committee, Updating our codified organizational structure and progress towards national accreditation under our Executive & Finance Committee, Promoting the SLLT at local farmer's markets and on social media under our Public Outreach Committee. Ideal candidates will be interested in multiple of these objectives.

Potsdam Chamber of Commerce

Potsdam Chamber of Commerce Office Assistant: The Administrative Assistant plays a crucial role in supporting day-to-day Chamber activities, ensuring efficient office functions, member relations, and event coordination. This is an ideal opportunity for a motivated individual who thrives in a collaborative

environment and has a passion for community engagement. Responsible for opening and closing the Chamber office for regular hours. Execute general office management duties, including answering and returning phone calls/email, greeting walk in traffic, processing mail, filing, sending calendar invitations, preparing letters and other documents. Assist with the planning and execution of Potsdam Summerfest including onsite event logistics, recognizing and recruiting sponsorships, vendor and volunteer coordination and registration, tabling, shirt sales and event teardown. Assist with membership billing and dues. Process payments; documentation and prepare bank deposits. Assist in preparing the weekly newsletter in Constant Contact. Compile and keep an active email database of members and community members Attend and represent the Chamber at any meetings the Executive Director deems appropriate. Send out membership information to current and potential business members Interview Chamber members for press release and social media content Manage updates for Chamber website Compose and mail thank you letters Assist with gift card program documentation and sales Create a scrap book of Chamber activities and related articles

Cornell Cooperative Extension of St. Lawrence County

Program Development Intern: Assist with Pre-Fair Planning to include Coordination and Communication Strategies, help with Fair Logistics and event coordination, review and evaluate layout and fair safety plans, help research potential sponsors and fundraising support, and create a post-Fair feedback/data collection and evaluation survey. The ultimate goal being to help improve upon the current processes being used to coordinate and implement the 4-H Gouverneur Fair.

Village of Potsdam

Community Innovation Associate: Assist with Design Projects, Develop Marketing and Promotional Materials, Conduct Market Research, Support Community Engagement Activities, Contribute to Grant Applications, Support Administrative Tasks

Seaway Valley Prevention Council

Health Educator (1–3 positions available): The Health Educator position helps to implement substance prevention programming to youth ages 5-17. Activities include facilitating crafts, presenting information, and assisting with other hands-on activities. No two days are the same as the Health Educator helps to engage students in interactive activities. The position also assists with planning community events, creating digital graphics, and planning teen activities. Interns can assist with the Council's summer camp (students grades 4-7), which involves facilitating activities such as tie-dye and team-building activities. Or, interns can be stationed at the Massena youth clubhouse, where they work with teens daily on programming that is both educational and exciting (for teens 13-17 years old).

St. Lawrence County Arts Council

1. Teen Summer Program Intern: This intern will support our Teen Summer Discovery Series. They will oversee coordination with various instructors in developing and coordinating an exhibition of work from those who participated in the program. They will also be in charge of opening and closing the session

each day for consistency and community norms. Taking attendance, etc.

2. Science Gallery Curriculum Developer: The intern will create curriculum for students in various disciplines to be able to engage with an art exhibition that is displaying work about local flora and fauna that has medicinal or edible qualities, tying into the indigenous knowledge of the area. The intern should be interested in engaging with the art and research needed to create engaging lessons for classes such as English, Math, Science, Social Studies, Spanish, Art, Technology, etc. They will work on community engagement and marketing of the exhibition and some outreach to teachers in the area to increase the engagement with the gallery during the opening months of the public-school year. Please note, this gallery is located at Ogdensburg Free Academy.

Community Health Center of the North Country

Marketing/Digital Intern: Intern will operate in digital analytics to measure how well CHCNC campaigns are working (or not working). At the conclusion of the internship, the intern will work with the Director to assess the best way to continue measuring campaign results. As time allows, the intern may help assemble a focus group in each of the CHCNC's markets to gauge public perception of CHCNC.

St. Lawrence County Community Development Program, inc.

1. Office Aide: Helping with tasks in the Housing Department, including scanning, filing, completing mailers, help with waiting list documentation, answering phone calls and messages.

2. Marketing Intern (1-2 positions available): Primarily the intern(s) will be involved in designing marketing materials and working with the Agency team members to 'advertise' CDP, what programs it operates, and how each connect to CDP. Basically, get the word out of who CDP is and what its programs do.

Brick & Mortar Music

Sales Associate: Communicating with customers about products and services; inventory management including receiving products using software; using a Point of Sale System to complete sales; maintaining a clean environment and tuning instruments as needed

SUNY Potsdam Campus Life Office

Graphic Designer (1-2 positions available): Graphic Designer(s) will create posters/banners, brochures, and other marketing materials to promote a wide variety of student activities. Some potential examples might include materials for Welcome Weekend, Potsdam Palooza, Fall late night events, and Women, Gender, and Leadership materials. The position might also incorporate some social media marketing.

Town of Potsdam

Recreation Department Programming Assistant: This intern would work with the Recreation Director to provide programming for the youth and adults at Postwood Beach, and the other town-owned

recreation facilities. This might include planning arts and crafts activities, coordinating events such as the "Tri-Beach Triathlon", or overseeing/helping the lifeguards and park staff. The student could also use bad weather days to research grants or funding opportunities for the Town's recreation areas.

Community Performance Series

Production Assistant: For the Production Assistant Internship, the primary task will be to aid the producers in putting together the show. That means every facet of the show will at some point and in some way be touched upon. If there is time, the Production Assistant may also be put in charge of the lobby interactive displays and design. Some of the tasks will be budgeting, payroll, safety compliance, scheduling, ordering materials, processing the orders upon arrival, observing rehearsals, helping during rehearsals (reading a part for an absent actor). They will be expected to help with painting, load in and strike, greeting patrons and helping them. If we are shorthanded, they may be taught to operate a lighting board, or secure mics and help with quick changes backstage. They may be needed at the box office, so they will be taught our ticketing system. They will be expected to attend all meetings pertaining to the summer musical. They will shadow the main producer daily and have projects assigned to them based on the need of the production.

Village of Potsdam and Climate Smart Communities Task Force

Climate Smart Communities Education Intern: Development of materials for tabling and social media of Village efforts (Bee City) as well as Climate Smart Efforts at the Farmers' Market. 2) Help with Bee City efforts begun in the spring (someone who likes to get their hands in the dirt would be great)

St. Lawrence County Historical Association DBA St. Lawrence County Center for History & Culture

Outreach & Communications Intern (1-2 positions available): Preparing for and helping to facilitate education programs on-site and outreach events off-site, assistance with social media posts, pop-up exhibits, and other tasks as needed

Crane Youth Music

Camp Counselor and Administrative Intern: Assist with the following camp preparations: Equipment procurement and set-up, building roster for CYM elective classes, health and safety inspection, faculty paperwork and preparation, assembling music folders for ensemble classes, responding to parent communications as camp approaches. Assist with the following during/after camp: Serve as counselor (potentially head counselor depending on fit), assist Director with corresponding to parent inquiries, assist in returning equipment to appropriate locations.

Blueline Magazine

Website Redesign Intern: This internship is open to any students with well-developed web design skills. It's ideal for students studying Graphic Design. The editors are especially interested in working with students who also have an interest in art/photography that focuses on the Adirondack region. Blueline internships are designed to prepare our interns for dynamically rewarding employment and/or further

professional study in graduate programs. Listed below are the central skills to be developed and integrated within interns' competencies in their majors or minors. 1) Understand Blueline as a regional literary magazine with a wide audience. As our interns assist the editors, they discover Blueline's mission and ethos and how we engage a specific audience. 2) Understand how Blueline's website functions as an advertising tool, provides information to the magazine's contributors, subscribers, and anyone interested in purchasing current or back copies of the magazine. 3) Research and evaluate other literary magazine's websites and how they represent themselves, publish content, and engage their audiences. 4) Assist the editors in redesigning our current website such that we'll reproduce, revise, and update our current content. We also want to develop ways to archive some information from the magazine's past issues (specifically, the magazine's Tables of Contents for each annual volume since 1979). 5) Assist the editors in developing our plans in providing hybrid online component to the print magazine. That is, we want to work with our contributors in possibly publishing some of the magazine's content online, within specific rights agreements. This will require interns to understand evolving standards and best practices in print and digital publication of literary publications.

Marketing & Public Relations Intern: This internship is open to any students interested in business, public relations, or the community outreach aspect of magazine promotion. This program is ideal for students studying English, Business, Environment and Sustainability, or Computer Science. In short, this program will immerse interns in the business of marketing a regional magazine. Blueline internships are designed to prepare our interns for dynamic employment and/or for professional study in graduate programs. Listed below are the central skills to be developed and integrated within interns' competencies in their majors or minors. Listed below are the central skills to be developed and integrated within interns' competencies in their majors or minors. 1) Understand Blueline as a regional literary magazine with a wide audience. As our interns assist the editors, they discover Blueline's mission and ethos and how we engage a specific audience. 2) Understand Blueline as an autonomous business with deep roots in the Adirondack region and at SUNY Potsdam, since 1989. Interns will come to understand how Blueline operates as a business within a specific academic context, and with a history of service to the region. 3) Assist the editors in growing the business by marketing the magazine, specifically to regional bookstores in the North Country. - This task begins with research, primarily of bookstores' online profiles. After locating possible new markets, we'll make contacts over email, over the phone, and in person as needed. -This task will further Blueline's mission by explaining how our mission of literary promotion can contribute to bookstores' goals to sell printed magazines to their customers. 4) Interns will be required to join the editors in visiting in person possible new merchants in the region. This will involve travelling by car with the editor(s). Transport provided. Some Saturday commitments are required. The editors also want interns to meet the 10 merchants who already sell copies of Blueline each year. 5) Interns will be required to attend this summer's Authors' Night event the Wild Center in Tupper Lake. The event is pending, date TBA. It's an ideal opportunity for interns to meet regional authors and publishers and to discover how they interact with the customers at a decades-old promotional event.
