

WORKFORCE RESOURCES TOOLKIT

US Internship Programs

Many colleges and universities offer internship programs. We are currently working with area high schools to develop internship programs too. Students are recruited from many different areas and businesses. A key factor to successfully obtaining an intern is competitive pay.

Minnesota North College

Minnesota North College is home to five area campus in Ely, Hibbing, Virginia, Eveleth, and Grand Rapids. The college has four deans in charge of academic programs who can assist businesses with internship opportunities.

Nursing/CNA: Bart Johnson bart.johnson@minnesotanorth.edu

Natural Resources and Human Services areas: Chris Koivisto chris.koivisto@minnesotanorth.edu

Liberal Arts and Engineering: Aaron Reini aaron.reini@minnesotanorth.edu

Career and Technical Education: Jessalyn Sabin jessalyn.sabin@minnesotanorth.edu

Vermilion Campus

Many programs require students participate in an internship between their first and second year. Vermilion Campus also offers off-site work-study opportunities.

- Wilderness & Park Management
- Outdoor Recreational Therapy
- Outdoor Leadership
- Backcountry Guide
- Land Surveying
- Natural Resource Technology
- Water Quality Science
- Law Enforcement
- Business Pathway (Accounting, Marketing, Economics)

Hibbing Campus

- IT Networking and Security
- Culinary Arts
- Law Enforcement
- Nursing Traditional Program
- Nursing Assistant
- Dental Assistant
- Automotive Technician
- Diesel Mechanic
- Electrical Maintenance
- Heating & Cooling Technician
- Business (Business/Accounting/Economics)

Itasca Campus

- Business Transfer Program
- Accounting Transfer Program
- Early Childhood Education
- Geography & GIS
- Health Sciences
- Forest Resources
- Home Health Aide, Nursing Assistant, Practical Nursing Program

Mesabi Campus

- Business Operations & Management
- Carpentry
- Early Childhood Education
- Teacher’s Assistant
- Human Services
- Nursing Programs
- Industrial Mechanical Technology
- Electrical Controls & Maintenance
- Welding Technology
- Graphic Design Media

University of Minnesota – Duluth (UMD)

Angie Soderberg is the Internship Director & UROP Coordinator. She is a great resource for connecting businesses and organizations to UMD students and may be contact at asoderbe@d.umn.edu. Susan Hudec is the Employer Relations Assistant Director with UMD Career & Internship Services and may be contacted shudec@d.mn.edu.



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 Ely Minnesota 55731
 Ely.org – 218-365-6123

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They recommend businesses submit their job openings to the UMD Job Board in January via [this link](#). Link: <https://handshake.umn.edu/> Students review job posts and select businesses based on information provided. Here are some of the programs UMD offers:

- Accounting
- Business
- Communication
- Early Childhood
- Economics
- Electrical Engineering
- Journalism
- Museum Studies

Matti Erpestad is the Undergraduate Coordinator for the UMD Environmental and Outdoor Education program and may be contacted at erpestad@d.mn.edu. Environmental & Outdoor Education students are required to complete an internship and are best suited for positions at resorts, outfitters, and attractions. If students are required to find their own housing, they are typically paid \$15/hour. If housing is included, they receive about \$12/hour. Contact Matti directly with your job opening.

University of Wisconsin – Stout (UW Stout)

Stef Jax is the Recruitment Coordinator at the University of Wisconsin Stout and may be contacted at jaxs@uwstout.edu or 715-232-1603.

UW-Stout has multiple opportunities for businesses and non-profits to advertise job openings. They encourage businesses and organizations that post positions on social media to consider connecting with UW Stout social media, which includes LinkedIn, Facebook, Instagram, and Twitter. They also offer a recruitment guide at that offers a variety of employer resources—[click here](#) to review. Link: <https://www.uwstout.edu/academics/career-services/employer-resources>

UW-Stout offers two different employment programs. They have a professional full-time program for seniors, alumni, and graduates. The co-op/internship, an eight-week internship offered during the fall, spring, or summer semesters, is available for current students working towards their degree.

The objective of the internship is to provide practical experience in the student’s course of study.

	CO-OP TRACK	FIELD EXPERIENCE TRACK
Typical Industry Partners	For Profit Companies	Nonprofit Organizations
Type of Payment	Paid Employment	Paid or Unpaid Experiences
Hours per week / term	32 hours per week / 320+ hours per term (full-time student status awarded)	Week hours vary / 80+ hours per term (student status determined by enrolled credits)

To post a job on the UW Stout job board (each job should be listed separately), [click here](#) then follow these simple steps: Link: https://app.joinhandshake.com/employer_registrations/new

1. Create a login
2. Select “Add New Job Posting”
3. Complete form
4. Hit “Save”



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UW-Stout offers a wide range of bachelor's degrees. Here is a sampling:

- Animation & Digital Media
- Arts Administration & Entrepreneurship
- Business Administration
- Computer Science
- Dietetics
- Digital Marketing
- Early Childhood Education
- Fashion & Retail
- Golf Enterprise Management
- Health, Wellness & Fitness
- Hotel, Restaurant & Tourism Management
- Real Estate Property Management
- Rehabilitation Services
- Studio Art
- Video Production

Area High Schools

Ely High School Internship Opportunities

The Ely High School has established internship opportunities through their special education program. They are interested in assisting students find area employment and possibly expanding their internship program.

CONTACT: John Townsend, School Counselor jtownsend@ely.k12.mn.us 218-365-1748

Northeast Range High School Opportunities

Northeast Range does not have a formal internship program. They are interested in connecting students with area employers. CONTACT: Joan Kjorsvig, School Counselor jkjorsvig@isd2142.k12.mn.us 218-827-3101 ext. 4306

International students via the J1 VISA

Students from other countries pay to participate in the J1 VISA program. The length of stay is determined by the country of origin. There is no fee for businesses to participate in the program. A component of the J1 VISA program is a cultural and educational exchange. Most students desire 40 hours work/week. Businesses should consider how the student will access housing, transportation, food, and social events. Student select their location based on packages provided by businesses. Ely, Minnesota offers a tremendous cultural opportunity for the student. The Ely Chamber of Commerce is happy to provide area information for business packages. Contact the Chamber office for additional information at 218-365-6123 or director@ely.org.

Overview of the J1 VISA Program <https://j1visa.state.gov/participants/>

In September, the Ely Chamber of Commerce hosted a J1VISA – Bridge USA information session using [InterExchange, Inc.](#) Link: <https://www.interexchange.org/> The representative for InterExchange is Becky Davis. Her contact information is bdavis@interexchange.org. The link to the recorded session is available at https://www.dropbox.com/s/v4jfo585ye5lho9/J1%20Recording_Ely%20Chamber.mp4?dl=0

Regional Agencies

JET – NEMOJET Northeast Minnesota Office of Job Training – Newly renamed JET, the Northeast Minnesota Office of Job Training offers support to employees and employers. They offer a variety of training and funding opportunities, including the Talent Development Program that allows up to \$10,000/business/year for existing full-time employee training. Renee Prout heads the Talent Development Program. Her contact information is renee.prout@nemojt.org or 218-735-6176. Randy Back is also part of the JET team and works with programs such as the Career Edventure offering training and guidance for students in K-12. Randy's contact information is randy.back@nemojt.org.

<https://www.nemojt.org/>



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State of Minnesota Department of Employment & Economic Development (DEED) – DEED works with a number of state organizations including JET and CareerForce. Their goal is to connect businesses and resources. For employers seeking workforce resources and supports, please contact Shayla Drake is a Workforce Strategy Consultant at shayla.drake@state.mn.us or 218-302-8437. <https://mn.gov/deed/>

DEED – CareerForce CareerForce services are provided through the Minnesota Department of Employment and Economic Development (DEED). CareerForce assists both employers and job seekers. The employer section is located at <https://www.careerforcemn.com/employers>. They offer a job post board, talent search, and contacts for our region’s CareerForce team. Sheila DeMenge is the Workforce Development Representative and her contact information is 218-231-8599 or Sheila.demenge@state.mn.us.

Northland Foundation – Small Business Development Center (SBDC). The Northland Foundation and Small Business Development Center joined forces several years ago and provide a vast array of services to our region, including business training and development, grants, human resource materials, and emergency planning. Northland Foundation information is available at www.northlandfoundation.org and the SBDC information at www.northlandsbdc.org. Our area contact is Miriam Kero. Her contact information is mkeron@northspan.org and 218-481-7737.

St. Louis County Veterans Services – Veterans Services work with veterans, not only in our area, but throughout the state. The Ely representative’s office is in the Ely Service Center, 320 Miners Drive East, Ely. CONTACT: Greg Clancy 218-365-8203 clancyg@stlouiscountymn.gov <https://www.stlouiscountymn.gov/departments-a-z/veterans-service>

Entrepreneur Fund – EFund The Entrepreneur Fund is a resource supporting businesses throughout the state and into parts of Wisconsin. They offer business planning, training, and funding. Their tag line is “More than a loan: a team, a toolbox, and a plan.” The Women’s Business Alliance is a part of EFund headed by Sandi Larson. Sandi’s contact information is sandil@entrepreneurfund.org. General EFund contact information 218-623-5747 or info@entrepreneurfund.org.

First Children’s Finance Businesses that may be considering adding child care services to their location can contact First Children’s Finance (FCF) www.FirstChildrensFinance.org. FCF offers funding and guidance to businesses looking to open child care facilities. Patricia Walsh is the organization’s local representative. Her contact information is 218-750-4413 or PatriciaW@FirstCholidrensFinance.org.