A periodic listing of openings for
November 2012

Students:

If you wish to apply for these positions, the employer contact information is available at:

www.collegecentral.com/annamaria

Faculty & Staff:

If you know of students or alums seeking work, please share these openings with them and encourage them to register on the above website.

Employers:

If you have job, internship, or volunteer opportunities, please register and then post your opportunities on the above website.

Questions: ***Call*** **508.849.3345 or** ***email*** **jsparanges@annamaria.edu**

Listing of job postings on this site should not be deemed as a warranty by Anna Maria College of an employer's fitness or credentials. Accordingly, Anna Maria College expressly disclaims any liability in connection with any contact which results from any applicant's response to any job posted on this site. All concerns and issues should be brought to our attention via an email to the Career Center email address listed at the top of this page.

For your privacy and protection when applying to a job online, never give your social security number to a prospective employer, provide credit card or bank account information, or perform any sort of monetary transaction.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Playgroup Associate	The Paw Pack Adventure Club	11/01/2012	Part Time	2747479		None Required	Any Major

Job Description:
The Playgroup Associate will assist the owner in managing playgroups to exercise dogs. The ultimate goal of each playgroup is to give each dog the proper amount of exercise as well as enforcing proper rules, boundaries, limitations and playgroup etiquette. Responsibilities: 1. Coordinating weekly playgroup schedule with owner and clients 2. Collaborating with owner and clients to create proper exercise plans for their dogs 3. Picking up/dropping off dogs and transporting them to park for off leash playgroup hikes 4. Clean up any accidents in the home (if necessary) 5. Food/water change (if necessary) 6. Ball/toy play (if necessary) 7. Administer medication (if necessary) 8. Collecting weekly payments from clients and distributing to owner 9. Leaving a detailed "pawgress report" on visit 10. Giving lots of love, affection, and fun!

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Dog Walker	The Paw Pack Adventure Club	11/01/2012	Part Time	2747480		None Required	Any Major

Job Description:
The dog walker will assist the owner in making home based visits to exercise dogs. The ultimate goal of each visit is to give each dog the proper amount of exercise as well as enforcing proper rules, boundaries, limitations and leash walking techniques. Responsibilities: 1. Coordinating weekly walk schedule with owner and clients 2. Performing 30 or 60 minute leashed adventure walks and/or runs in client neighborhoods 3. Collaborating with owner and clients to create proper exercise plans for their dogs 4. Clean up any accidents (if necessary) 5. Food/water change (if necessary) 6. Ball/toy play (if necessary) 7. Administer medication (if necessary) 8. Collecting weekly payments from clients and distributing to owner 9. Leaving a detailed "pawgress report" on visit 10. Giving lots of love, affection, and fun!

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Entry-Level Real Estate Paralegal	Bowditch & Dewey, LLP	11/01/2012	Full Time	2792829		None Required	Paralegal

Job Description:
Bowditch & Dewey, LLP, ranked among the largest law firms in Massachusetts, has an opening in the Framingham office for an entry-level Real Estate Paralegal to assist with both commercial and residential real estate matters. Recent college graduates who are planning to attend law school or graduate school within the next two years are encouraged to apply. Must have excellent interpersonal and writing skills; knowledge of basic accounting principles; and good computer skills. This is an excellent opportunity that provides a competitive compensation package and a professional environment. Dedicated to Diversity: Bowditch & Dewey focuses on inclusive hiring of those candidates having excellent skills with a broad range of experiences, knowledge and perspectives. Diversity within the Firm promotes an open and mutually respectful workplace and the delivery of superior service to its clients.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Legal assistant	Law Office Paul Kolesnikovas	11/03/2012	Full Time	2796796		None Required	Paralegal

Job Description:
Solo elder law, estate planning, real estate general law practice in Charlton, MA seeking qualified legal secretary/legal assistant for full time and/or flexible hour position. Responsibilities would include phone intake, client support and interaction, word processing, document preparation and general office duties. Paralegal certification or degree is not a prerequisite for job but some general legal knowledge is required. Willing to train. Friendly work environment.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Project Specialist	Books for Boys and Girls	11/10/2012	Part Time	2804066		None Required	Any Major

Job Description:
Looking for a quick $100 twice a semester for some extremely easy work? This is your job! We are a third party fundraiser for the Boys and Girls Club of Worcester. We are looking for a campus representative at Anna Maria to simply email a few professors.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Grant writer - Fundraising	IVY Child International	11/15/2012	Internship, Volunteer	2808800		Bachelors, Certificate, Masters	Human Development & Human Services; Social Work

Job Description:
Identify, define, and develop funding sources -Research data and resources -Coordinate the development, writing, packaging and submission of grant proposals

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Production Assistant	Municipal Police Institute Inc.	11/23/2012	Internship	2818700		None Required	Computer Science; Criminal Justice; Graphic Design; Legal Studies; Media Communications

Job Description:
Assist members of the training development and production team. Multi-Media person needed. Computer skills required. Power Point / Website development digital editing / graphics / Web search for images and video. Assist with filming of police interviews incidents and training. Great opportunity for person interested in a career with law enforcement.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Adoption Case Manager	Children's Friend, Inc.	11/23/2012	Full Time	2818926		Masters	Social Work

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted

Job Description:
- Fulltime Position – Adoption Case Management Specialist Provides adoption services which include case management of children, home studies and child adoption assessments. This is a 40 hour per week position. Requirements: • Master's degree in social work from a school accredited by the Council on Social Work Education or a related master's degree. AND/OR • A Bachelor's degree in Human Services with a minimum of three years clinical experience working with children, adults, and families.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Preschool Floater Teacher	Rainbow Child Development Center	11/24/2012	Full Time	2820066		Associates, Bachelors	Early Childhood Education

Job Description:
Full time working with 3-5 year olds. Developmental curriculum, supportive environment, benefits. The Floater Teacher in the Preschool Program must be responsible, active member of the late afternoon teaching team by helping develop curriculum and by lending support to volunteers and interns. A Floater Teacher must be capable of assuming additional responsibilities of a classroom in the absence of another teacher staff member. Specific Responsibilities: *Work with children on an individual basis, in small groups and in large groups. *Assist the (Lead) afternoon teacher in curriculum planning, classroom arrangement and carrying out the program in order to establish warm, nurturing and stimulating atmosphere. *Responsible for covering teachers' breaks by assuming their responsibilities while absent from the room. *Responsible for substituting for a Teacher in the case of an emergency. *Attend and participate in workshops and training sessions. *Establish and maintain good communication with parents as well as agency support service staff.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Paralegal	Reliant Medical Group	11/24/2012	Full Time	2820235		Associates, Bachelors	Legal Studies

Job Description:
Provides legal support and assists the Compliance Department at Reliant Medical Group, Inc.("Reliant") in the preparation of documents and filing for compliance with rules, regulations and laws of various local, state and federal government agencies and assists with HIPAA and other internal audits as needed. Collects and collates information required from a wide variety of sources. Performs research and analysis on supporting data and information. Has thorough understanding of all aspects of the compliance department's work and its context in the organization. Interacts with staff at all levels of the organization. Bachelor's degree. Graduation from a paralegal training program is desirable. Qualifications: Skills and experience typically acquired through one to three years of paralegal experience or equivalent. Superior verbal, writing and analytical skills. Strong communication skills are a must. Understanding systems and clinical issues in managed health care desirable. Working knowledge of health law, including state, local and federal legislation pertaining to health care delivery and managed care desirable. Excellent interpersonal skills with demonstrated ability to effectively and professionally communicate with internal and external constituencies. An ability to engender trust, cooperation and mutual respect. Requisite poise and judgment to represent Reliant in routine business interactions and in professional forums. Highly organized with good judgment and reasoning skills.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Part Time Package Handler	FedEx Ground and Home Delivery	11/25/2012	Part Time	2820835		None Required	Any Major

Job Description:
Responsible for the physical loading, unloading and/or sorting of packages by hand, including lifting, pushing, pulling, carrying and placing, in a safe and efficient manner. Package Handlers (PHs) may be assigned to or rotate through various areas and positions such as Loader, Unloader, Scan Weigh and Key (SWAK), Quality Assurance (QA), Facer, Switcher, etc.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Worcester Sharks 2012-2013 Internship	Worcester Sharks	11/25/2012	Internship	2821058		None Required	Any Major

Job Description:
Summary: The Worcester Sharks are looking for internship candidates for the 2012-13 season. We are offering internships over Winter Break and during Spring semester. We offer internships in a variety of areas including sales, marketing, community relations, corporate sales, public relations, and game operations. Our internships are great opportunities for individuals to see firsthand how a professional sports team is organized and managed. They will gain experience in all aspects of the organization which will provide them with the skills necessary for future careers. Basic Functions (vary from department to department): -Data Entry -Fulfill donation requests -Administer and implement current sales programs -Assist in research and development of new sales campaigns -Write game summaries -Research statistics for home and away radio/television broadcasters -Help set up pre and post-game events -Service concourse activities -Help in-arena host with all in game promotions and contests -Assist with the execution of concourse activities -Promote a positive fan experience Requirements: -Must be 18 years or older by October 1st, 2012 -One or two semester long position, with ability to work regular office hours along with game nights and weekends -Must be able to pass the Massachusetts required background check -Must be able to receive college credit Necessary Skills: Applicants should possess the following abilities and characteristics: -Ability to work with people of all ages -Ability to learn new skills quickly -Ability to process information in an organized and efficient manner -Outgoing, enthusiastic personality; enjoys working as a part of a team -Being able to think and react quickly in any situation -Willingness to help others To Apply: Send your resume along with cover letter to hr@sharksahl.com

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Various Entry Level & Internship Opportunities	Nestle Purina	11/30/2012	Internship	2791807		None Required	Any Major

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted

Job Description:
Nestlé Purina is an industry leader in the pet care category that is driven at the core by innovation with a strong belief in work-life balance. This belief has helped to earn us multiple Best Places to Work recognitions. Visit our website for full job descriptions and to apply: http://bit.ly/Nq19h9 We are targeting most major disciplines for the 2012-2013 recruiting class. We are also targeting 1st year MBAs focusing in Brand Management or Marketing. The following positions may be available in a variety of locations: Marketing, Sales, Audit, Audit – IS/IT, Finance, Financial Reporting, Supply Chain, Human Resources, Quality Assurance, Engineering, Accounting and Production. Please know that these positions will be removed from the Nestlé Purina website once the appropriate number of face-to-face interviews has been scheduled, so be sure to apply now! All full-time positions (trainee) are salaried with benefits and will offer relocation packages. All internships are paid and many offer housing assistance. We also have an interactive Facebook page in which students can ask our recruiters questions directly on our wall. Check out our Career Connexion application on Facebook to see which positions would be the best fit for you and to apply: http://bit.ly/PZDsGJ To be considered for any positions, please be sure to apply online using the link below: http://bit.ly/Nq19h9

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Special Events Coordinator	African Community Education Program	12/21/2012	Internship, Part Time, Volunteer	2744098		None Required	Any Major

Job Description:
The ACE program is looking for a Special Events Coordinator to work collaboratively with ACE staff, students and teachers to coordinate and plan special events throughout the year. Special Events include, but are not limited to: field trips, college access days, guest speakers, family events or workshops, clothing drives, holiday giving tree, etc. These events provide excitement and educational enhancements to our Saturday Program and Afterschool programming, while exposing our students to new experiences and community resources. The Special Events Coordinator will be responsible for developing event proposals, engaging ACE students in event planning, ensuring that educational objectives are met, and more! This internship is a great opportunity for those interested in event planning and coordination. This position allows an intern to work hand in hand with various members or the ACE program and play a crucial part in planning exciting and engaging events for our students!

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Office Assistance	African Community Education Program	12/21/2012	Internship, Part Time, Volunteer	2744105		None Required	Any Major

Job Description:
There is a lot of work that goes on behind the scenes at ACE in order to provide comprehensive programming to our students. If you are interested in learning more about non-profit management and program development, this is a great opportunity for you! Interested volunteers can develop flexible schedules and we will work with you to put your experience & skills into action to support our programs! The ACE office is a welcoming and collaborative environment where staff enthusiastically work together to develop effective and engaging programming. Responsibilities include: Manage phone calls and emails sent to the general ACE email and phone line. Provide the required information if possible or refer to appropriate staff member. Greet guests who visit the office and provide requested information. Manage incoming and outgoing mail. Assist staff in organization and management of files and information (both paper and electronic). Assist with other secretarial and office related duties.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Grantwriter	African Community Education Program	12/21/2012	Community Service, Internship, Part Time, Volunteer	2744108		None Required	Any Major

Job Description:
The main tasks of this position include: 1. Search various foundations, organizations and governmental agencies for grant appropriate for ACE 2. Work with the City of Worcester on any possible city funding 3. Prepare grant narratives and budgets and submit to ACE administration for review 4. Maintain communication with the funders and provide necessary documentation and reports 5. Maintain communication with ACE staff and ensure proper documentation for each grant Experience in grant writing required. Must have good written and oral communication skills.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Assistant Volunteer Coordinator	African Community Education Program	12/21/2012	Community Service, Internship, Part Time, Volunteer	2744111		None Required	Any Major

Job Description:
This position is responsible for the management and administration related to volunteers for the organization. Primary responsibilities will include: 1) Maintain communication with volunteers on weekly basis 2) Assign students to volunteers. 3) Organize students and volunteers during tutoring time on Saturdays. 4) Maintain documentation and other duties as necessary. 5.) Help to recruit new volunteers, mentors and interns. This position may be formalized into an internship with a weekly commitment of 5+ hours per week assisting during class and developing activities for students to use inside and outside of class. This is a great opportunity for anyone interested in pursuing a career in teaching, social work, or simply becoming involved in your community!! College students- we can work with your school to have this internship count for course credit!

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Financial Assistant	African Community Education Program	12/21/2012	Community Service, Internship, Part Time, Volunteer	2744113		None Required	Any Major

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted

Job Description:
Maintain all financial records of ACE showing incoming funds, expenditures and current assets. Manage all ACE accounts based on fund sources and ensure that proper expenses are applied towards appropriate fund sources. Prepare quarterly financial statements. Prepare monthly checks for all ACE- paid staff and maintain record of all such transactions. Assess/ reassess ACE needs and prepare organizational budgets Work with grant writer on preparing program budgets based on organizational budget and current needs. Manage ACE bank accounts ensuring maximum profit for ACE (i.e. reach out for fees; keep money in Savings account with interest, etc.). Accounting experience and/or coursework required. Great opportunity for students pursuing accounting to get hands-on experience in their field.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Access Database Support	African Community Education Program	12/21/2012	Community Service, Part Time, Volunteer	2744117		None Required	Any Major

Job Description:
This position requires proficiency in MS Access to be able to update and program our office database in order to input, produce, analyze and interpret various data. Must update database monthly with grades and test score information and maintain the attendance database. Must generate necessary reports several times a year. In addition to experience working with Access, this person must also have good communication skills and patience to explain to office staff how to effectively use the database.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Fundraising Intern	African Community Education Program	12/21/2012	Community Service, Full Time, Internship, Volunteer	2744120		None Required	Any Major

Job Description:
These positions main tasks include: 1. Identifying organizations interested in supporting educational programs or African community development 2. Identifying all local African businesses or those that cater to the African community 3. Schedule necessary meetings, give Power Point presentations 4. Identify and coach 2-3 older students to assist you in presentations. 5. Organize ACE events geared toward fundraising, obtain sponsors, and ensure proper publicity 6. Maintain database of ACE donors, send Thank You cards, periodic information updates on ACE. Work with all kids to plan a group fundraiser that they can participate in. This internship is a great opportunity for anyone pursuing a career in Business, Marketing, Events Planning, Communications, Non-Profits, and Youth Leadership Development. If you are a student we can work with your college or University so your internship can count towards course credits. This position requires organization, good communication and networking skills. Previous fundraising experience is helpful.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Publicity/ Communications & Media Intern	African Community Education Program	12/21/2012	Community Service, Internship, Part Time, Volunteer	2744121		None Required	Any Major

Job Description:
This interns overall duty is to produce and distribute information and advertisements about ACE events and announcements. Experience with MS Publisher and PowerPoint preferred. Some tasks include: 1. writing press releases for local media for all ACE events 2. Create/update all written informational materials of ACE, including the ACE Magazine. 3. Distribute informational flyers to different agencies, business, organizations, community members, churches etc. - (work with fundraising and volunteer coordinator interns.) 4. Improve brochure. 5. Ensure photographs and videos are taken at all ACE events and maintain database of such 6. Create a short 2-3 minute video to serve as an Advertisement for ACE to recruit volunteers and receive funds 7. Obtain and keep all audio/visual/written materials on ACE 8. Find opportunities for ACE administration to speak on radio/ TV shows This position may be formalized into an internship with a weekly commitment of 5+ hours per week. This is a great opportunity for anyone interested in pursuing a career in media relations, communication, marketing or publicity or simply becoming involved in your community!! College students- we can work with your school to have this internship count for course credit!

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Director of Talent Management	Fallon Community Health Plan	12/21/2012	Full Time	2814452		Bachelors	Any Major

Job Description:
Responsible for the talent and organizational development function within the organization. This individual will develop and implement strategies and programs for the effective utilization of the organization’s human capital, including programs covering leadership and management development, performance management and career management in support of business initiatives. Partner with HR Business Partners to scale and deploy Talent Management programs. Lead a staff of 3 individuals currently responsible for training and organizational development, and projects and policies. Generally, this person will spend up to 60% of their time establishing the strategic framework for the function and developing and implementing processes based on that framework; 15% of their time working with HR Business partners and business leaders on change management efforts; 15% of their time on ad-hoc organizational development consulting; 15% managing staff. Specific Job Responsibilities: • Source, create, pilot, and implement programs that develop the company's human capital to the greatest extent possible • Partner with and enable HR business partners to do the same • Drive the design, development and implementation of broad company-wide initiatives associated with talent profile, performance standards, and performance management systems • Design approaches for executive coaching and mentoring to improve mid-level leaders effectiveness and team alignment • Design and drive succession planning and talent management endeavors • Design, lead and measure development efforts, supporting continuous improvement practices within HR itself and in support of the entire organization's human capital • Recommend TM

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spending in line with company priorities • Manage projects involving the development and piloting of TM programs • Define roles and accountabilities for staff, within the group and in the context of the broader process/operation in support of cross-functional efforts • Hire and develop a successful team, which includes defining performance expectations and goals • Train and mentor staff on the application of policy and procedures, use of supporting systems/applications, appropriate soft skills: time management, etc. • Monitor work of individual staff for efficiency, effectiveness and quality, and provide ongoing constructive feedback and guidance to staff • Evaluate staff on achievement of goals and deliverables and assessment of competencies • Manage the resolution of performance issues in consultation with Human Resources as appropriate • Collaborates across the HR Leadership Team (Talent Acquisition, Business Partners, Compensation, and Benefits) on the best solutions to support the organizations human capital

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
IT / Database Intern	African Community Education Program	12/22/2012	Community Service, Internship, Part Time, Volunteer	2744096		Bachelors	Any Major

Job Description:
• Manage ACE student and faculty databases • Maintain website and update web content in a timely manner • Train appropriate staff in new application uses and other relevant areas • When necessary, provide options for the purchase of new hardware/software to Program Director • Provide IT support to ACE personnel • Perform other job-related duties as requested by supervisor

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Spring Festival Coordinator	African Community Education Program	12/22/2012	Community Service, Internship, Part Time, Volunteer	2744097		None Required	Human Development & Human Services; Media Communications

Job Description:
The Spring Festival Coordinator will work collaboratively with ACE staff, students, volunteers, parents and other interns to plan and implement our annual Spring Festival. Every year the African Community Education program puts on a Spring Festival where our students showcase their talents and ambitions through creative performances, such as drumming and dance, and through personal stories. This is a very important and exciting event for ACE students, and a component of this internship will involve engaging ACE student leaders in the planning and running of the event. This internship is a great opportunity for those interested in event planning and coordination. This position allows an intern to work hand in hand with various members or the ACE program and play a crucial part in the planning of such a special and inspiring event!!

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Software Development Engineer/ SDET Full-Time	Amazon.com	12/31/2012	Full Time	2603969		Bachelors, Doctorate, Masters	Computer Science

Job Description:
As a member of the Amazon development team, you'll be given the opportunity to have direct impact on the evolution of the Amazon e-commerce platform and lead mission critical projects early in your career. Your design, code and raw smarts will contribute to solving some of the most complex technical challenges in the areas of distributed systems, data mining, optimization, scalability, security and tweaking algorithms, just to name a few. Innovation: Are you seeking an environment where you can drive innovation? Are you interested in finding the best intersection of features vs. performance? Are you up to the task of delivering innovative technology that offers millions of unique products to thousands of suppliers, to tens of millions of customers around the world? Many of the technical challenges Amazon encounters have never been dealt with before on this scale, if at all. Come help lead the way in e-commerce innovation.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
CSMG Internship	Connecticut Sports Management Group, Inc.	12/31/2012	Internship	2792874		None Required	Sports Management

Job Description:
The Connecticut Sports Management Group has positions available for college students seeking a short term or full time internship from January through August of 2013. •2013 Northeast Football Showcase •2013 Connecticut Masters' Games •2013 Nutmeg State Games •Fundraising Events Internships are available from January through May (Part-Time), May through August (Full-Time), and Short-Term Internships for students beginning their sport management curriculum. Interns will have the opportunity to work with all the events mentioned above in the following capacities: •Recruiting Teams, Coaches, Athletes, & Volunteers. •Corresponding with Coaches, Athletes, Officials, Medical Staff & Volunteers. •Scheduling Sporting Events, Officials & Volunteers. •Game Day Operations - Directing & Managing Game Sites and Sport Competitions. •General Advertising and Marketing. •Supplies, Equipment, Signage, Uniforms, Sponsor Development & Ticketing. Internships are available to present college students involved in sports and recreation management as a career.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
C#.Net Developer	Systems-Logic	01/14/2013	Full Time	2771599		Bachelors, Masters	Computer Science

Job Description:
Responsibilities: - • A solid understanding of .NET technologies. • Experience with database design and query development, specifically with SQL Server or other database engines. • Support and maintain the existing code base though refactoring and fixing reported bugs. • Investigate areas for improvement in current code base and development processes. • Familiarity and interest in agile methodologies. • Excellent communication skills and

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ability to work in a team. • Follow internal standards for user interface and development practices. • Work with QA team to ensure development is properly covering defined requirements.

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Clinical Social Worker-Behavioral Clinician	South Bay Mental Health	02/01/2013	Full Time	2759694		Masters	Psychology; Social Work

Job Description:
Clinical Social Worker-Behavioral Clinician Mentoring to guide your professional growth. Supervision that challenges you. Training that pushes you to excel. Those are just some of the benefits Master's level Clinical Social Worker-Behavioral Clinicians at South Bay Mental Health have as they provide a continuum of community-based services to individuals, children, adults, and families. Job Responsibilities Gain valuable experience as you work with our professional and innovative clinical team to provide clients with a full range of counseling services for their mental health and substance abuse recovery needs including intensive family issues, trauma, forensics, and mental illness. Specific Duties will include: • Leading individual, family, couples, and group therapy. • Conducting client intake sessions • Developing individual treatment plans • Facilitating crisis intervention • Administering drug screens • Providing documentation and reports to referral providers • Conducting case management • Participating in multidisciplinary teams to present cases for proper treatment • Attending monthly in-service trainings • Maintaining competency in the field via ongoing continuing education Job Requirements As a Clinical Social Worker-Behavioral Clinician, you must be license of recessed eligible. You will need to be highly organized with solid time management skills as well as adaptable to a fast paced work environment. You will receive training after hiring and if you are not yet licensed you will be provided the hours required sitting for your license exam Specific qualifications Include • Master's level degree in Social Work, Counseling, Psychology, or a Master's degree with a concentration in one of those areas • Proficiency with Microsoft office suite • Having a flexible work schedule • Having experience or understanding of underserved populations • LCSW/ LICSW or LMHC license preferred. Benefits We value your work as Clinical Social Worker-Behavioral Clinician and will reward you with a generous and competitive compensation package including: Medical Insurance Benefits Voluntary Dental Short-Term And Long-Term Disability Insurance Life & AD&D Insurance Supplemental Insurance Retirement, Tax Advantage Plans, & Savings 401 & Roth 401 (K) Plan Benefits...Beyond The Basics Paid Vacation and Paid Time Off Benefits Professional Liability Career Development/Free CEU's Membership to a Team Employee Referral Bonus Flexible Schedules for Clinical Staff Mentoring and Job Coaching Company Overview Since 1986, South Bay Mental Health, a privately held company, has provided community-based behavioral healthcare in Eastern Massachusetts that is sensitive and focused on helping individuals, children and families reach their full potential. We are a culturally diverse and dynamic organization that prides ourselves on clinical excellence and a commitment to the people we serve. South Bay locations include Attleboro, Brockton, Fall River, Lawrence, Leominster, Lowell, Lynn, Plymouth, Salem, Swansea, South Yarmouth, Weymouth and Worcester. South Bay welcomes bilingual and multicultural applicants. Come bring your strengths and skills into play as a member of our dedicated team of professionals. Great Careers in Behavioral Health Care Begin Here! Apply now! jobs@southbaymentalhealth.com

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted
Clinical Social Worker-Behavioral Clinician	South Bay Mental Health	02/01/2013	Full Time	2759697		Masters	Psychology; Social Work

Job Description:
Clinical Social Worker-Behavioral Clinician Mentoring to guide your professional growth. Supervision that challenges you. Training that pushes you to excel. Those are just some of the benefits Master's level Clinical Social Worker-Behavioral Clinicians at South Bay Mental Health have as they provide a continuum of community-based services to individuals, children, adults, and families. Job Responsibilities Gain valuable experience as you work with our professional and innovative clinical team to provide clients with a full range of counseling services for their mental health and substance abuse recovery needs including intensive family issues, trauma, forensics, and mental illness. Specific Duties will include: • Leading individual, family, couples, and group therapy. • Conducting client intake sessions • Developing individual treatment plans • Facilitating crisis intervention • Administering drug screens • Providing documentation and reports to referral providers • Conducting case management • Participating in multidisciplinary teams to present cases for proper treatment • Attending monthly in-service trainings • Maintaining competency in the field via ongoing continuing education Job Requirements As a Clinical Social Worker-Behavioral Clinician, you must be license of recessed eligible. You will need to be highly organized with solid time management skills as well as adaptable to a fast paced work environment. You will receive training after hiring and if you are not yet licensed you will be provided the hours required sitting for your license exam Specific qualifications Include • Master's level degree in Social Work, Counseling, Psychology, or a Master's degree with a concentration in one of those areas • Proficiency with Microsoft office suite • Having a flexible work schedule • Having experience or understanding of underserved populations • LCSW/ LICSW or LMHC license preferred. Benefits We value your work as Clinical Social Worker-Behavioral Clinician and will reward you with a generous and competitive compensation package including: Medical Insurance Benefits Voluntary Dental Short-Term And Long-Term Disability Insurance Life & AD&D Insurance Supplemental Insurance Retirement, Tax Advantage Plans, & Savings 401 & Roth 401 (K) Plan Benefits...Beyond The Basics Paid Vacation and Paid Time Off Benefits Professional Liability Career Development/Free CEU's Membership to a Team Employee Referral Bonus Flexible Schedules for Clinical Staff Mentoring and Job Coaching Company Overview Since 1986, South Bay Mental Health, a privately held company, has provided community-based behavioral healthcare in Eastern Massachusetts that is sensitive and focused on helping individuals, children and families reach their full potential. We are a culturally diverse and dynamic organization that prides ourselves on clinical excellence and a commitment to the people we serve. South Bay locations include Attleboro, Brockton, Fall River, Lawrence, Leominster, Lowell, Lynn, Plymouth, Salem, Swansea, South Yarmouth, Weymouth and Worcester. South Bay welcomes bilingual and multicultural applicants. Come bring your strengths and skills into play as a member of our dedicated team of professionals. Great Careers in Behavioral Health Care Begin Here! Apply now! jobs@southbaymentalhealth.com

Job Title	Company	Expires	Job Type	Job ID	School Job ID	Degrees Wanted	Majors Wanted

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Family Service Provider	South Bay Mental Health	02/01/2013	Full Time	2759699		Bachelors, Masters	Art Therapy; Criminal Justice; Human Development & Human Services; Psychology; Social Work; Sociology

Job Description:
Family Service Provider The next step in your career! South Bay seeks a Family Service Provider to provide a continuum of community-based services to children and families. As a Family Service Provider on one of our teams, you will provide therapeutic training and support for youth and families under the supervision of a clinician which will assist the clinician in implementing their treatment plans. We provide excellent mentoring, training, and a competitive benefits package. South Bay is committed to diversity and welcomes bilingual and multicultural applicants. We are an Equal Opportunity Employer. Come bring your strengths and skills into play as a member of our dedicated team of professionals! Since 1986, South Bay Mental Health Center has provided community-based behavioral healthcare that is sensitive and focused on helping individuals, children and families reach their full potential. We have outpatient mental health clinics in Brockton, Attleboro, Fall River, Lawrence, Lowell, Plymouth, Weymouth, Worcester, Salem, Lynn, Leominster and Mashpee. A Bachelor's or Master's level degree in Social Work, Psychology, or a related field required and related experience is preferred.

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Catholic Youth Evangelizer	Mount Tabor Retreat Center	06/01/2013	Community Service, Full Time, Internship, Service Learning, Volunteer	2798068		None Required	Any Major

Job Description:
We are seeking passionate Catholics, 21-29 years of age, who want to ignite the faith of thousands of young Catholics! SPIRITUS is vibrant teams of young adults who are called to evangelize through youth, young adult, and retreat ministry. We meet young people where they're at, and inspire them to build (or possibly return to) their relationship with Jesus. Student feedback proves that we really are changing the lives of thousands of people every year. Through our ministry, we are building leaders for the Church. During your time with SPIRITUS, the training, formation and spiritual direction you receive will help you grow in faith and discern the next step in your life. Team members receive training, formation, spiritual direction, lodging, food, a monthly allowance, health insurance and a $2,000 stipend upon completion of the 9-month program. For current students, we will also work with your university to establish an internship, giving you the added benefit of earning college credit for your service. SPIRITUS Team members learn valuable skills, deepen their faith, take confidence in leadership roles, and discern future callings, all with the support of our entire faith community. This is an awesome opportunity to serve our Lord and help young Catholics grow in faith. We encourage young adults from all backgrounds to apply. The only requirement is love for God and the Catholic faith.

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Direct Care Professionals	Rehabilitative Resources, Inc.	07/27/2013	Full Time, Part Time	2711961		None Required	Human Development & Human Services

Job Description:
We are currently recruiting individuals to join us in our mission of providing quality support services for people with disabilities and health care services to the community. Responsibilities include: the care, supervision and safety of developmentally disabled adults in both the residential and community settings. Staff will follow through on assignments set by the Program Staff Supervisor. An opportunity to gain experience in the Human Services field working with varied settings. Must be flexible to work evenings, weekends and holidays.

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Legal Intern	Lutheran Social Services	08/16/2013	Internship, Volunteer, Work Study	2736435		None Required	Any Major

Job Description:
Lutheran Social Services, 51 Union St. suite 222, Worcester, ph: 508-754-1121 x407 Immigrant Legal Assistance Program We are currently looking for students who can fluently speak any or all of the following languages: Spanish, Portuguese, French and/or Chinese (Mandarin). The legal department of LSS provides a rich learning experience for interested interns, especially for those considering applying to law schools. ILAP is a program of the non-profit organization Lutheran Social Services. We provide legal representation/assistance mainly to asylum/refuge seekers and human trafficking victims for their immigration applications and petitions. Apart from sitting in on meetings with our trained attorneys and helping with interpretations and translations, interns normally perform tasks including, but not limited to examples listed below: (Please be advised that all the works performed in our offices are confidential, and students interested in applying for our program will be expected to respect and uphold that confidentiality. Attorney-client and/or attorney-work product privileges may extend to each volunteer/intern.) 1. Asylum/Refugee seekers may include victims of rape and sexual violence, victims of anti-gay hate crimes, victims of violent crime and/or victims of domestic violence. Working with clients seeking asylum/refuge, volunteers/interns may have the opportunity to learn about the U-Nonimmigrant visa applications and requirements, and acquire the following skills: a. Biometrics (CORI and FBI) b. Database entry c. Closing cases d. Case follow up and monitoring 2. Following are the skills one could acquire in the human trafficking cases while working on T-Nonimmigrant Visas: a. Legal writing (indexing, summarizing, editing affidavits, et al) b. Legal research Please note that the tasks listed above are not area specific and commonly cross over. Additionally, our attorney(s) or partners provide various webinars and legal trainings that students are welcome to participate in. This internship is unpaid, but we cooperate with university requirements for academic credit.

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Financial Representative - Spring Internship	Northwestern Mutual Financial Network	09/16/2013	Internship	2773005		Bachelors	Any Major

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Job Description:
Northwestern Mutual Financial Network was founded in 1857 and continues to provide expert guidance and innovative solutions to the planning needs of individuals and businesses. Our Financial Representatives have exclusive access to the Network's group of specialists and work with clients in the areas of insurance and investments, comprehensive financial planning, retirement solutions, estate planning, long-term care insurance, education funding, business needs analysis, and employee and executive benefits . Northwestern Mutual is built on more than 150 years of experience and unmatched levels of client service and satisfaction. Northwestern Mutual has been named "Most Admired Company" in its category for 25 consecutive years by Fortune magazine. Northwestern Mutual has been named one of the "Best Places to Launch a Career," according to Bloomberg BusinessWeek, 9/2009. The Wellesley Group of NMFN has been named among the "Best Places to Work in Boston" by the BBJ April 2011. We also offer college students the opportunity to test drive a career with Northwestern Mutual Financial Network through our internship program (offered every semester). Recognized for 15 consecutive years, Vault Inc, April 2011 named Northwestern Mutual's Internship program one of "America's Top Ten Internships." College students have the opportunity to get state licensed, gain valuable business experience and can earn an income that matches their ambition. As college students, interns in the program generally work 10 to 20 hours per week during the school semester and/or full-time over breaks or summer developing their business- and client-building skills. In most ways, our interns follow the same process for establishing their careers as our Financial Representatives. As you build your business, you will: Meet With Clients - You'll set up appointments to discuss your clients' current financial situation. Analyze the Client's Situation - After extensive fact-finding, you'll uncover long-term goals that you will use to help determine your client's needs. Make Recommendations - After evaluating your client's current situation and goals, you'll determine what products can help fill their needs and present appropriate solutions to your clients. Provide Ongoing Service - You'll continue to work with your clients beyond the close of the sale. Most financial representatives contact their clients twice per year to determine whether their needs have changed, and keep them aware of the resources available to them. Qualifications: Various majors welcome to apply. To be considered for the position, you must be a full-time student in pursuit of a bachelor's degree from a four-year institution, hold US Citizenship or US Permanent residency, have strong interpersonal skills, be self-motivated and have a history of personal success. Our ideal candidate is self-motivated, entrepreneurial and has an interest in business and building client relationships.

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Legal Intern	Law Office of Kevin Patrick Seaver	09/19/2013	Full Time, Internship, Part Time, Seasonal	2776906		None Required	Any Major

Job Description:
Law Office Seeks Legal Intern The Law Office of Kevin Patrick Seaver is a busy, small, friendly law firm. The law office is conveniently located across the street from the Green Line's Science Part T stop. There is discounted parking on site available. Practice focus is on Juvenile Law and Family Law. The internship provides a substantive legal experience. The interns will assist Attorney Seaver in the critical analysis of documents, accompany Attorney Seaver to court, assist Attorney Seaver in writing and reviewing legal memoranda and briefs, visit clients, attend meetings at medical and residential institutions, and other tasks assigned. The ideal candidate has strong computer, research, writing, and critical reading skills. A positive attitude and a high level of integrity are imperative. Attorney Seaver seeks applicants who are team players and self-starters who can take directions from others. Internship hours are full days for one or more days per week Monday through Saturday. Interns are expected to attend court with Attorney Seaver so starting times can vary depending on court times and location. Normal hours are from 8:30 a.m. to 5:00 p.m. for the fall, winter, spring, and summer. Students applying for this internship position are encouraged to visit Attorney Seaver's website at www.kevinseaver.com, or MassachusettsChildAbuseAttorney.com Please send a cover letter and resume to kevin@kevinseaver.com, and state why you are interested in the practice of law. Please, no telephone calls or faxes.

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Part-Time Museum Store Clerk	Higgins Armory Museum	09/22/2013	Part Time	2774797		None Required	Any Major

Job Description:
The Museum Clerk is an integral member of the team that guides the museum store. Working closely with the weekend manager, the assistant store manager, the business manager, the front desk coordinator and volunteers, this position is responsible for a positive guest experience and helping to meet the museum store's sales goals. Responsibilities: • Assists guests with purchases and handles merchandise sales. • Encourages guests to purchase Museum memberships. • Receives merchandise and tracks inventory as instructed by Assistant Store Manager • Maintains a secure, clean, and attractive store. • Keeps shelves well stocked. • Creates merchandise displays as requested. • Secures daily store revenues at the end of every day. • Other duties as assigned. Qualifications: • Strong interpersonal skills essential, including the ability to engage customers • Experience and skill displaying merchandise and creating an attractive store environment • Basic computer skills, including the PC/Windows computing environment • Retail sales experience a plus • Store Operations experience a plus • Must be able to physically lift, push, pull, hold and carry 20 to 30 pounds

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Internship Challenge	Massachusetts Life Sciences Center	10/11/2013	Internship	2803619		None Required	Any Major

Job Description:
The Massachusetts Life Sciences Center's Internship Challenge is a workforce development program focused on enhancing the talent pipeline for Massachusetts companies engaged in life sciences. The program facilitates the placement of students and recent graduates, who are considering career opportunities in the life sciences, in paid internships across the state. Consistent with the Center's role as a catalyst in growing the talent needed by the life sciences industry, the program is designed to provide students and companies with the tools to connect, and the Center will reimburse eligible companies for intern stipends.

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Curatorial Intern	Higgins Armory Museum	10/20/2013	Internship	2809481		None Required	Any Major

Job Description:
A curatorial intern assists the curatorial department with ongoing work and current departmental initiatives, while engaging in research and implementation of an independent project. The internships are designed to provide participants with hands-on experience of a variety of curatorial functions, as well as a tangible credential in the completion of a focused and meaningful project.

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Conservation Intern	Higgins Armory Museum	10/20/2013	Internship	2809509		None Required	Any Major

Job Description:
Conservation interns assist the Conservator/Preparator with ongoing functions and responsibilities. The intent is to provide hands-on skills and experience in a variety of activities relating to artifact care, management, and display.

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Education Intern	Higgins Armory Museum	10/20/2013	Internship	2809527		None Required	Any Major

Job Description:
Interns work with the Education staff and assist with auditorium presentations, tours, workshops, performances, and visitor services. In addition, interns work independently on a project that fits with the department's needs and the student's goals. The internships are designed to provide participants with hands-on experience of a variety of museum education functions, as well as the completion of a focused and meaningful project.

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Marketing Intern	Higgins Armory Museum	10/20/2013	Internship	2809529		None Required	Any Major

Job Description:
Marketing interns assist in the day-to-day operations of the marketing and communications office including: • supplement and implement the Social Media calendar; • photograph and/or video tape interactive programming at the Museum and procure Release Forms from all guests photographed; • contribute to and format e-newsletter and e-blasts; • prepare marketing materials and images for media releases; • other projects as needed or available.

You may apply for these positions and more at the following Web address:

http://www.collegecentral.com/annamaria