



WOLVERINE PATHWAYS
UNIVERSITY OF MICHIGAN

S U M M E R 2 0 2 5

INTERNSHIP CATALOG





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Dear Wolverine Pathways Scholars and Families,

We are excited to be providing you with a range of summer internship opportunities that include both in-person and virtual options! This catalog contains a list of summer internships and their job descriptions, detailing the type of work involved as far as specific tasks, responsibilities, and projects. Job descriptions also include desired or preferred skills, stipend/pay, and information about the employers/organizations. Each description articulates a set of learning goals which explain the career exposure, hands-on experience, and transferable skills that you may take away from the internship opportunity. Please read carefully through all of the information on the next few pages before moving on to the job descriptions.

- BEFORE YOU APPLY -

Please read carefully through all internships and job descriptions in this catalog.

- Remember to read through the Internship Scholar Handbook that you have received via email if you have not already. This contains important resources for your resume, cover letter(s), W-9, etc.

Consider your own strengths, passions, and interests when deciding.

- What kinds of subjects, assignments, and tasks have you excelled at in or outside of school that would make you a competitive candidate for the position?
- What examples of this could you share in a job interview?

Keep an open mind! Consider the internships that are outside of your career/major interests.

- What kinds of transferable skills or opportunities within that organization could help you in other possible career fields?
- Having a variety of experiences on your resume, college application, etc. shows versatility and can help for future professional opportunities.

- TO APPLY -

Apply to 2-4 internships by no later than March 3th. (Application will open on February 24th).

- Must apply to at least 2-3 different companies/organizations and no more than 4. (For example, you cannot apply only to Mint Artist Guild's positions).
- Internships are not guaranteed for all scholars. Additionally, interview offers are also not guaranteed.

You must have the following items in order to be considered for an interview (*see our Internship Handbook*)

- Resume
- Cover Letter - You are strongly encouraged to write a cover letter for each internship you are applying to. Scholars who apply with cover letters for each internship are more likely to receive an interview request.
- 2024/2025 Transcript - Must have a 3.6 or higher GPA overall.

***NOTE** - For internships requiring their own separate application (such as DMC Sinai Grace), you will be required to complete their application in addition to submitting the WP internship application.

OTHER IMPORTANT INFORMATION

Virtual Internship Job Fair: Thursday, February 20, 2025 at 5:30 PM via Zoom link [HERE](#).

In preparation for the upcoming internship season, we strongly encourage all WP scholars to attend the Virtual Internship Job Fair. WP Scholars will have an opportunity to connect with potential internship employers through a group discussion to learn more about the various organizations as well as their internship opportunities.

In-Person Internships - You will find some in-person internship opportunities as well as some hybrid (both in-person and virtual) options listed in this catalog. If you are interested in applying to any of these, you and your family will need to consider and discuss the following:

- **Transportation** - This is available **ONLY** for in-person internships that are on-campus at the University of Michigan-Ann Arbor.
- For in-person internships that are off-campus, **scholars are responsible for providing their own transportation to and from.**
- Please consider the internship location and distance from home before applying, such as DMC and CVS.

COVID-19 Requirements Note from WP - Employers may or may not have requirements around COVID-19 that may include but are not limited to - proof of your COVID-19 vaccination (both rounds 1 and 2 plus booster shot), daily COVID-19 testing, masking and social distancing, etc.

Please make sure to consider this ahead of time. If it is not already stated in the job description, and if you are extended an interview request, you could ask the employer during the interview.

**IF YOU ARE INTERESTED IN APPLYING TO A SUMMER INTERNSHIP OR PROGRAM
OUTSIDE OF WOLVERINE PATHWAYS - CWA Application**

Wolverine Pathways encourages WP scholars to explore a range of academic and career fields through summer learning opportunities such as internships and college-level courses taught by U-M faculty. Every year, Wolverine Pathways shares a broad list of programs – some hosted by U-M Ann Arbor and others by WP-affiliated corporate sponsors or other external institutions. Scholars can apply, and, if accepted by that program, participate to meet their WP summer fulfillment requirement. Scholars who choose to seek out external, non-WP sponsored summer programs or internships must fill out the Credit Worthy Alternative Application document shared via email on 2/17/25 and get written approval in advance from Wolverine Pathways Program Associate Director, Adrienne Hill, amclabin@umich.edu and provide proof of enrollment. The external program/internship must meet the following criteria:

- Provides rigorous academic and/or career exposure that supports scholars' college preparation or admissibility
- Has clear learning objectives and measurable outcomes for student participants
- Be at least 5 days in length if residential, or at least 2 weeks if non-residential
- Summer jobs that are non-academic/college preparatory do not count as approved external programs.

Again, in order for scholars to receive credit for participation in a non-WP sponsored summer program or internship, they must receive advance written permission from Adrienne Hill, Associate Director. Scholars must also provide proof of enrollment. If you have any questions, please let us know.

U-M SUMMER INSTITUTE COURSES

Remember that in order to be eligible for an internship, applicants must have a 3.6 overall GPA or higher on their transcript.

Scholars who are not selected for an internship will instead have the opportunity to enroll in our U-M pre-college summer courses taught by U-M faculty.

- Due to the limited number of positions available, internships are not guaranteed for all who apply and interview.
- Scholars who do not end up interning will either take the Summer Institute course to fulfill their summer requirement for WP.
- OR, scholars may choose to participate in an outside, external summer program (must be approved by Wolverine Pathways).
- ALL rising seniors(current 11th graders) must complete the Summer Institute Interest Survey that will go out in February. (This is to secure a SI course of your interest in case you do not get selected for an internship.)

Summer Institute (SI) is a unique pre-college experience where you will take a college-level course designed and taught by U-M Ann Arbor professors exclusively for WP rising seniors. These courses will allow you to engage the kinds of readings and materials you will be assigned as first-year college students and to practice the academic skills and behaviors necessary for success in future college courses. If you ever wondered what college would feel like and look like, SI is the answer. Scholars enrolled in SI would take one math course and one elective.

Sincerely,
Wolverine Pathways

Internships at a Glance

Internship	Career Field(s) Dates and # of Weeks	Location (if in-person)
Mint Artists Guild [HYBRID with at least 1 IN-PERSON day] <ul style="list-style-type: none"> Mint Events Intern Mint Website Intern Mint Marketing and Design Intern 	Internship Dates: July 5 - Aug. 6, 2025 Marketing, Communications, Graphic design, Visual arts, Web Design and Event planning	Detroit (virtual with at least 1 IN-PERSON day)
Toyota [IN-PERSON & HYBRID]	Internship Dates: July 7, 2025 -August 1, 2025 Engineering, Manufacturing, Industrial Technology Business, Management, Marketing, Information Technology	Ann Arbor (Saline) (Mostly in person, Hybrid)
U-M Department of Astronomy [HYBRID]	Internship Dates: July 7, 2025 -August 1, 2025 Astronomy, Physics, STEM	Ann Arbor (Hybrid)
U-M Department of Astronomy and Michigan & Detroit Observatory [HYBRID]	Internship Dates: July 7, 2025 -August 1, 2025 Astronomy, Physics, STEM	Ann Arbor (Hybrid)
U-M ITS [HYBRID with 1-2 days IN-PERSON per week] <ul style="list-style-type: none"> Identity and Access Management Intern Teaching and Learning Intern 	Internship Dates: July 7, 2025 - August 8, 2025 Engineering, Manufacturing, Industrial Technology Business, Management, Marketing, Information Technology	Ann Arbor (Hybrid with 1-2 IN-PERSON days per week)
U-M School of Information	Internship Dates: In-person, July 7-August 1, 2025 Information Science and Program Management	Ann Arbor (Hybrid)
U-M School of Public Health	Internship Dates:TBD Community and Global Public Health	Ann Arbor (Hybrid)



Mint Internship Job Description 1

Organization: Mint Artists Guild	Career Field: visual arts and event planning
Department: summer creative jobs	Number of Positions Available: 1
Internship Dates: July 5 - Aug. 6, 2024 Work Hours: 10:30 - 6 pm Tuesday through Friday, with 45 minute lunch break	Location: Hybrid.

Organization Description:

Mint Artists Guild is a small Detroit-based nonprofit with a big heart and big creative plans. Mint Artists Guild works with talented teen artists from Detroit to launch creative careers, develop essential skills and give back in the community. Through our creative summer jobs program and community support, Mint has donated more than 120 original paintings to local nonprofits. Our youth development efforts focus mainly on entrepreneurship, career and marketing skills artists will require in a variety of creative careers. Increasingly, Mint is creating youth-designed creative products, arts and crafts, events and activities as part of our programs and as a way to learn by doing.

Learning Objective(s):

Learn how to plan an event, and get ahead on one. Develop time management, problem solving, attention to detail and other skills.

Collaborate: Learn how to work with artists and creatives on a painting or other art piece.

Communications: Learn how to prepare and send professional emails to potential donors of cookies, pizzas, snacks and more for Mint's End of Summer Celebration.

Responsibilities/Duties:

Update, organize and prepare our event supplies and materials. Develop a check list of must-have items for one day pop ups.

Develop plans and resources, source food and other items needed for at least one event. source food and supplies for at least one event. Events could include- Mint participation at an art fair, Mint public art displays, Youth Art in Windows in fall, or other events to be determined.

Required Qualifications:

- Organized, ability to plan and anticipate.
- Resourcefulness / problem solver Excellent
- communication skills, written and verbal.



Mint Internship Job Description 2

Organization: Mint Artists Guild	Career Field: visual arts and website development / communications
Department: Summer creative jobs	Number of Positions Available: 1
Internship Dates: July 5 - Aug. 6, 2024 Work Hours: 10:30 - 6 pm Tuesday through Friday, with 45 minute lunch break	Location: Hybrid. Work remotely most days,

Organization Description:

Mint Artists Guild is a small Detroit-based nonprofit with a big heart and big creative plans. Mint Artists Guild works with talented teen artists from Detroit to launch creative careers, develop essential skills and give back in the community. Through our creative summer jobs program and community support, Mint has donated more than 120 original paintings to local nonprofits.

Our youth development efforts focus mainly on entrepreneurship, career and marketing skills artists will require in a variety of creative careers. Increasingly, Mint is creating youth-designed creative products, arts and crafts, events and activities as part of our programs and as a way to learn by doing.

Mint requires masks in its Studio and follows other CDC and State of Michigan guidance around covid-19.

Learning Objective(s):

The website intern will expand their knowledge of Wordpress and how to improve, edit and update web pages. He/she also will develop a greater understanding of Search Engine Optimization, or SEO.

Collaborate: Learn how to work with artists and creatives on a painting or other art piece.

Required Technology and Platforms:

- Access to a computer, reliable internet access
- Google Suite Tools
- Zoom
- Basic knowledge of WordPress

Responsibilities/Duties:

- Meet and communicate virtually with Mint staff and volunteers through Zoom meetings, email,
- Google Chat, and by phone if necessary
- Add new content to the Mint website.
- Update and edit existing pages to assure most recent information, add photos and more.
- Create at least one new web page for Mint Artists Guild.
- Create at least one digital art show based on photos by marketing intern and others of Mint Summer Jobs..
- Performing other related duties as assigned

Required Qualifications:

- Experience with Wordpress, including plug ins
- Strong written and verbal communication skills
- A careful eye for detail and editing
- An ability to work independently and in small teams
- Experience with Google Suite Tools
- An understanding of Google Ads or Search Engine Optimization (SEO)
- Ability to handle multiple projects and deadlines



Mint Internship Job Description #3

Organization: Mint Artists Guild	Career Field: marketing / communications / graphic design
Department: Marketing / Summer Creative Jobs	Number of Positions Available: 1 or 2
Internship Dates: July 5 – Aug. 6 Work Hours: 10:30am-5pm, Mon - Thurs	Location: Hybrid.

Position Title: Marketing and design intern

Organization Description:

Mint Artists Guild is a small Detroit-based nonprofit with a big heart and big creative plans. Mint Artists Guild works with talented teen artists from Detroit to launch creative careers, develop essential skills and give back in the community. Through our creative summer jobs program and community support, Mint has donated more than 120 original paintings to local nonprofits.

Our youth development efforts focus mainly on entrepreneurship, career and marketing skills artists will require in a variety of creative careers. Increasingly, Mint is creating youth-designed creative products, arts and crafts, events and activities as part of our programs and as a way to learn by doing.

Learning Objectives:

As an intern, you will gain experience in creating marketing campaigns and materials, guided by professionals. You will learn to identify the audience and the goals, and to follow brand guidelines while your creativity comes through.

Collaborate: Learn how to work with artists and creatives on a painting or other art piece.

Responsibilities/Duties:

- You may develop profiles of our artists / summer workers as a social media campaign or for our website.
- You may create one or two short that promote our arts and crafts or our fall and winter exhibits.
- You will be asked to take photos and videos of two to three Mint in person work days or activities during your internship.
- Responsible for developing and executing marketing materials to support Mint Artists Guild.
- Execute assigned tasks to prepare for events and promotions.
- Develop and maintain marketing materials - social media posts, videos, blog posts, brochures, more.

Required Qualifications:

- Basic understanding of marketing and social media.
- Interested in visual design. (Experience with Canva very useful.)
- Great written and verbal communication skills.
- Photography or videography skills helpful.
- Skilled at conducting research.
- Problem solver and deadline oriented

Toyota Job Description

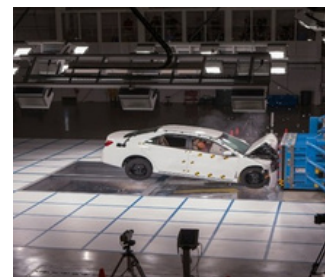
Organization: Toyota Research and Development	Career Field: Engineering
Department: Various Departments (Product Performance Evaluation, Vehicle Project Management; Materials Testing; Automated Vehicle Design; Seat and Interior Part Design; Purchasing Supplier Development)	
	Website: https://www.toyota.com/usa/careers/research-development
Internship Dates: In-person, July 7-July 31; with potential virtual work Aug 4-7 Work Hours: M-Th 10:00am and 2:30pm	Stipend Amount: \$1350

Organization Description: Toyota has been a part of the cultural fabric in North America for more than 65 years, and is committed to advancing sustainable, next-generation mobility through our Toyota and Lexus brands, plus our more than 1,800 dealerships. Toyota directly employs more than 63,000 people in North America. For more information about Toyota, visit www.ToyotaNewsroom.com

Learning Objective(s): Join us at Toyota for the summer to learn about the exciting future of mobility. Student interns will gain insight into the engineering development process through meaningful projects and interaction with engineers, executives, and project managers. There will be a group activity related to fuel cell technology and Toyota products such as the [Mirai](#) and [Heavy Duty Zero Emission Trucks](#). Each student will be paired with a mentor and there will be a project assignment from the department of the mentor. There will also be a chance to see other parts of the business. Students will present on their experience and activities at the end of the internship.

Responsibilities/Duties:

- Ask questions of mentors as needed to clarify requests
- Active engagement in projects, presentations, and other internship activities
- Complete project and other assignments
- Engagement with Fuel Cell Project
- Final presentation for individual department project



Required Qualifications:

- Interest in learning more about the mobility industry and mechanical, electrical, chemical, operations and/or computer engineering
- Experience with Microsoft Office or the equivalent
- Experience with virtual conferencing (Microsoft Teams or Zoom)
- Strong organizational skills
- Ability to handle multiple projects
- Excellent Communication Skills
- Enthusiasm



ITS Internship Job Description

Organization: University of Michigan Information and Technology Services	Career Field: <u>Technical Writer/Instructional Designer</u>
Department: ITS Teaching and Learning	
Address: NA at this time	Website: ITS Website / ITS Internship Program Website
Internship Dates: Work Hours: 10 -15 hours	Stipend Amount: \$1,350

Organization Description:

The Teaching & Learning (T&L) team at Information and Technology (ITS) is composed of multi-talented information technology professionals working together to deliver important educational technology to the university. We support the community's use of the learning management system Canvas, the media streaming service MiVideo (Kaltura), and other vendor-provided and homegrown tools. We also consult with, train, and collaborate with various stakeholders on instructional design and learning analytics. Our efforts require us to interact regularly with academic units in support of the university's educational mission and to collaborate with other ITS units to ensure the technology we offer is usable, accessible, and secure.

Through a combination of job shadowing and hands-on experience, this Summer Academy position will rotate the intern through multiple work areas involved in educational technology delivery, including production support, instructional design, and AI workshop design, and some software development.

Learning Objective(s):

- Students will develop analytical, technical, and communication skills through one-on-one and independent training, job shadowing, and assigned tasks.
- Students will learn about career opportunities in educational technology, and technology in general.
- Students will have opportunities to make professional connections in ITS and consider future work goals.

Responsibilities/Duties:

- Work with mentors to complete loosely connected assignments in different areas, which may include — but are not limited to — resolving customer support tickets, improving Canvas course content, working on IT communications, assisting in the development of AI workshops and more.
- Attend all meetings and professional development opportunities
- Facilitate informational interviews with ITS staff based on areas of interest
- Collaborate with other interns to complete a project to be presented at the annual Intern Showcase

Required Qualifications:

- Rising 12th grader or in the 12th grade when the program begins
- At least 16 years of age by date of hire
- Good academic standing and have a minimum of a 2.5 cumulative GPA
- Ability to collaborate in a team environment
- Demonstrating resourcefulness and general interest in STEM topics

U-M Department of Astronomy

<p>Organization: University of Michigan Department of Astronomy Website: https://lsa.umich.edu/astro</p>	<p>Career Field: Astronomy, Physics, STEM</p>
<p>Department: U-M Institute for Data Science / Astronomy</p>	<p>Number of Positions Available: 1-3</p>
	<p>Stipend Amount: \$1,350 for 4 weeks</p>
<p>Internship Dates: July 7, 2025 -August 1, 2025 Work Hours: 25 hrs.</p>	

Organization Description:

The Department of Astronomy at the University of Michigan hosts leading research into the evolution of the Universe including cosmology, galaxies, stars, and exoplanets. Beyond research, the department's mission includes undergraduate and graduate student education. In order to conduct research and education activities, the department provides access to resources such as the Magellan and MDM telescopes as well as the Detroit Observatory and University of Michigan planetarium and telescope in Angel Hall.

The Michigan Ultraviolet Gas and Galaxy Surveys group (MUGGS) in the Department of Astronomy is focused on developing an understanding of the gas flows in and out of galaxies that ultimately regulate both star formation and black hole growth. Intern options can be in-person, remote, or a mix of the two depending on preference of the interns and transportation.

Learning Objective(s):

The student will learn how to accurately classify astronomical spectra and measure redshifts including stars, galaxies, and quasars. These will be used to measure the properties of the galaxy groups that host galaxies and also enable searches for giant intergalactic nebulae around quasars. In order to analyze the measurements, the student will also learn some basic computer programming and statistical skills.

Responsibilities/Duties:

- The student will analyze and make measurements of astronomical spectra using existing graphical user interfaces.
- The student will meet with the group regularly and produce a brief report including a few plots at the end of the research period.

Required Qualifications:

Enthusiasm and curiosity. No other skills are required.

U-M Department of Astronomy - MIDAS

Organization: University of Michigan Department of Astronomy Website: https://lsa.umich.edu/astro	Career Field: Astronomy, Physics, STEM and Michigan Institute for Data Science
Department: U-M Institute for Data Science / Astronomy	Number of Positions Available: 1-3
	Stipend Amount: \$1,350 for 4 weeks
Internship Dates: Internship Dates: July 7, 2025 - August 1, 2025 Work Hours: 25 hrs.	
<p><u>Organization Description:</u></p> <p>The Michigan Institute for Data Science (MIDAS) is a multidisciplinary institute that focuses on data science and artificial intelligence application across a wide range of research disciplines. MIDAS hosts training and research events, including research colloquia and data science/AI boot camps, for the University of Michigan's undergraduate, graduate, and research staff.</p> <p>The Department of Astronomy at the University of Michigan hosts leading research into the evolution of the Universe including cosmology, galaxies, stars, and exoplanets. Beyond research, the department's mission includes undergraduate and graduate student education. In order to conduct research and education activities, the department provides access to resources such as the Magellan and MDM telescopes as well as the Detroit Observatory and the University of Michigan planetarium and telescope in Angel Hall.</p> <p><u>Learning Objective(s):</u></p> <ul style="list-style-type: none">- Student will learn to characterize stars, galaxies, and active galactic nuclei by their light curves- Student will find and classify interesting objects in publicly available Astronomy datasets- Student will learn basic programming skills to obtain and analyze data <p><u>Responsibilities/Duties:</u></p> <ul style="list-style-type: none">• Student will explore and analyze publicly available Astronomy datasets• Student will present a final report on their results at the end of the internship <p><u>Required Qualifications:</u></p> <p>Enthusiasm and curiosity. No other skills are required.</p>	

School of Information Internship

Organization: University of Michigan School of Information (UMSI)	Career Field: Information Science and Program Management
Department: School of Information Diversity, Equity, and Inclusion Office	
	Websites: UMSI https://www.si.umich.edu
Internship Dates: In-person, July 7-August 1, 2025 Work Hours: Monday – Thursday 10:00 am – 2:30 pm Organization Description:	Stipend Amount: \$1350
<p>The School of Information at the University of Michigan began in 1926 as the Department of Library Science and became the third department in the country to earn accreditation from the American Library Association in 1928. Over the years, the department evolved, adding master's and PhD programs in 1948 and changing its name several times, becoming the School of Information in 1996. Its mission is to prepare people to use technology and information to build a better world. Today, the school combines knowledge from fields like computer science, social sciences, and humanities to create innovative solutions for the digital world. Information science is an interdisciplinary field that blends technology and data with an understanding of human behavior. Unlike computer science, which focuses on how systems work, information science looks at how people interact with technology. Information experts design solutions that help people access and use information easily, from apps and data visualizations to car infotainment systems. The field is all about creating tools that improve how we find, use, and share information in our daily lives.</p> <p>The Diversity, Equity, and Inclusion Office (DEIO) supports this mission by working with the school's leaders to provide opportunities for everyone to get involved in important work. This includes building a stronger community, improving awareness and skills around diversity, equity, and inclusion (DEI), and creating fair policies and practices. The DEIO also offers college access opportunities for high school and community college students through educational outreach programming. The DEIO believes that these efforts will lead to more inclusion for everyone at the school.</p>	

Learning Objective(s):

1. **Learn About Community-Engaged Research:** The student will learn about community-engaged research and how it applies to the field of information science, exploring how research can positively impact and serve communities.
2. **Explore Innovative Information Science Topics:** The student will gain knowledge about innovative topics in information science and understand how these topics are driving change and shaping the future in various industries and communities.
3. **Participate in Educational Outreach:** The student will actively engage in educational outreach programming with the DEI Office, learning how to design and implement initiatives that college access for all.
4. **Develop Skills in Event Planning and Communication Platforms:** The student will assist in event planning and execution, while also learning how to use platforms such as Google Sites, Mailchimp, Canva, and newsletters to create and share information effectively.

Responsibilities/Duties:

1. **Assist with Community-Engaged Research:** Follow the directions of faculty when connecting with community partners and handling confidential information.
2. **Research Innovative Topics in Information Science:** Explore and summarize key trends and innovations in the field of information science.
3. **Support Educational Outreach Programming:** Participate in the planning and execution of DEI outreach events and initiatives, contributing ideas and helping to ensure they run smoothly.
4. **Event Planning and Coordination:** Assist in organizing and managing DEI-related events, including coordinating schedules, setting up event spaces, and supporting virtual or in-person activities.
5. **Contribute to Program Evaluation:** Help assess the effectiveness of DEI programs by collecting feedback from participants, summarizing findings, and suggesting improvements to enhance future programming.
6. **Assist in Designing Information Platforms:** Create and maintain digital content for platforms like Google Sites, newsletters, and Canva, helping communicate important DEI initiatives and events.
7. **Manage Communication Tools:** Use tools like Mailchimp and Canva to assist in the design of promotional materials, email campaigns, and other forms of communication to support engagement

Desired Qualifications:

1. **Strong Communication Skills:** Ability to clearly express ideas in both written and verbal formats and assist with creating and organizing digital content for platforms like Google Sites, newsletters, and Mailchimp.
2. **Organizational Skills:** Capable of managing multiple tasks, assisting with event planning and coordination, and maintaining accurate records for research and program evaluation.
3. **Tech Savvy:** Familiarity with or a willingness to learn how to use digital tools such as Google Sites, Canva, Mailchimp, and Microsoft Office Suite to design materials and support communication efforts.
4. **Attention to Detail:** Ability to handle data, assist with program evaluations, and ensure that all tasks,



including event coordination and content creation, are completed with precision.

5. **Teamwork and Collaboration:** Ability to work effectively as part of a team, collaborating with other interns, staff, and faculty on projects.
6. **Problem-Solving Abilities:** Ability to think critically and creatively and contribute to improving approaches to programming.
7. **Time Management Skills:** Ability to prioritize tasks effectively and meet deadlines, especially when assisting with ongoing projects like event planning and research.
8. **Proactive Mindset and Willingness to Learn:** A strong desire to learn, develop new skills, and contribute meaningfully to DEI initiatives, with a positive and proactive approach to tasks.

U-M School of Public Health Job Description

Organization: Pathways to Public Health	Career Field: Education, Public Health, Social Work, Environmental Sciences, Health/Medicine, Philanthropy
Department: U-M School of Public Health	
	Website:
Internship Dates: June 30 - July 24, 2025 Work Hours: Monday through Thursday 10:00 AM - 3:00 PM (~20 hrs per week)	Stipend Amount: \$1,350 for 4 weeks

Organization Description:

Pathways to Public Health is a health literacy initiative at the University of Michigan School of Public Health. Our mission is to enhance public health literacy in all communities by intentionally increasing access to state-of-the-art public health education, training, and engagement opportunities to, thereby, create a well-positioned cadre of public health-engaged practitioners, researchers, educators, and populace that act as leaders and change agents to achieve health for all. To do so, we have various programs, such as M-SAPHIRE.

Learning Objective(s):

- Intern will learn about social determinants of health and how public health requires collaboration across industries: STEM, medical, social, psychological, education
- Intern will have an opportunity to understand the planning and intention when delivering educational experiences for students
- Intern will have opportunity to engage in reflective practices associated with culturally responsive teaching
- Intern will learn how qualitative and quantitative data is utilized to modify student learning and classroom experiences

Responsibilities/Duties:

A Pathways to Public Health high school summer intern is a valuable member of summer program operations.

- Assist with assembly and distribution of classroom materials and maintenance of an orderly / organized learning environment
- Collate all supplies prior to the start of an activity (including photocopying, etc.)
- Distribute supplies during activity
- Clean up after each activity including storage of artifacts
- Anticipate and address material needs in the classroom throughout each day
- Shadow Program Assistants as they facilitate classroom / small group discussions
- Take daily attendance and deliver to program leadership
- Take daily notes focused on program daily strengths and areas for growth.
 - What went well that day?
 - What could use additional attention / revision?
 - Keep a list of suggestions from the perspective of a high school student about how the experience could be improved?
- Focus of last two weeks
 - Using redacted student data sheets, enter data into an Excel spreadsheet
 - Develop charts and graphs from data (simple bar graphs)
 - Looking at redacted student qualitative responses on post-assessment:

- What are common themes that were evident in student responses?
- Were there any qualitative outliers?
- What recommendations would you provide for future program implementation?

- Complete program assignments alongside participants
- Other duties as assigned

Required Qualifications:

- Rising 12th grade student in the Wolverine Pathways program
- At least 16 years of age at time of hire
- Good academic standing with a minimum cumulative 3.0 GPA
- Ability to analyze data set and draw conclusions from qualitative and quantitative metrics
- Interest in pursuing a degree public health (preferred), education, sociology, psychology, or medicine
- Coachable

U-M Summer Institute Courses (for scholars who do not intern)

Scholars who are not selected for an internship will instead have the opportunity to take one of our four U-M pre-college summer courses taught by U-M faculty!

Summer Institute (SI) is a unique pre-college experience where you will take a college-level course designed and taught by UM-Ann Arbor professors exclusively for WP rising seniors. These courses will allow you to engage the kinds of readings and materials you will be assigned as first-year college students and to practice the academic skills and behaviors necessary for success in future college courses. If you ever wondered what college would feel like and look like, SI is the answer.

Previous WP Summer Institute courses from 2021-2024:

- Are You Using TikTok, or Is TikTok Using You? Critical Thinking about Social Media (School of Information)
- News From the Ground Up (English Language and Literature)
- Finding Wakanda: Utopias in African Diaspora Literature (Language and Literary Studies)
- We Don't Need No Education?: Purpose and Protest at the American University (History)
- Urban Resilience: Planning in the Age of Disruption (Architecture and Urban Planning)
- FTVM: Film, TV, and Media Camp
- Public Policy 001: Changing the World for the Better: Fundraising for Social Impact
- Law/Communications 001: Free Speech on the College Campus: Reality or Theory
- Sociology 001: Research as Curiosity: Capturing Black Experiences & Identity through Ethnography
- AfroAmerican and African Studies 001: Hip Hop at 50
- And many more!





GOOD LUCK!

SUMMER 2025