**PAID Economic Development Internship with the City of Bowie**

Suitable for:

An undergraduate or graduate student in the fields of business administration, marketing, public administration, planning, or geography.

Possible tasks:

Update the business inventory to include field checking

Conduct direct business outreach to assess current business development issues

Design and administer a telephone survey of the broker list

Update selected information publications (research and write)

 Retail Opportunities

 Office Opportunities

(Other tasks may be developed with the intern, the University, and the supervisor, to focus on specific skills or practical implementation matters that will maximize the internship for the student.)

The intern will be under direct supervision of the City's Economic Development Director. Work is entry level professional work extracted from the broader full time job of an economic development specialist. The intern will apply knowledge learned in college.

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To Apply:

1. Cover Letter
2. Resume
3. Writing sample