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Idaho Dept of Labor Internship Opportunities Program 2025

Description

Embark on a valuable learning experience with the Idaho Department of Labor Internship Opportunities Program in 2024. Join our dynamic team and contribute to the development of vital workforce initiatives while gaining practical skills in a professional environment.

Responsibilities

- Assist in the planning and execution of workforce development programs.
- Conduct research and analysis on labor market trends and employment data.
- Provide support in the implementation of outreach and recruitment activities.
- Collaborate with departmental teams on projects related to employment services.
- Contribute to the development of training materials and resources.
- Assist in data entry, record-keeping, and reporting activities.
- Engage in professional development opportunities and workshops.

Qualifications

- Currently enrolled in a degree program in Business, Human Resources, Public Administration, or a related field.
- Strong academic record with a minimum GPA of 3.0.
- Excellent communication and interpersonal skills.
- Detail-oriented with strong organizational abilities.
- Ability to work independently and collaboratively in a team.
- Knowledge of labor market concepts and workforce development is a plus.

Experience

- Previous internship or work experience in a professional setting is advantageous.
- Familiarity with workforce development initiatives is a plus.

Skills

- Analytical skills: Ability to analyze labor market data and draw meaningful insights.
- Communication skills: Clear and effective verbal and written communication.
- Teamwork: Collaborative mindset and ability to work well in a diverse team.
- Adaptability: Willingness to learn and adapt to the dynamic field of workforce development.
- Data management: Proficiency in data entry and record-keeping.

Job Benefits

- Competitive internship stipend.

Hiring organization

Idaho Dept of Labor

Employment Type

Intern

Duration of employment

6 Month

Industry

State Agency

Job Location

Boise, Idaho, United States, 83701,
Boise, Idaho, United States

Working Hours

8

Base Salary

10

Date posted

December 17, 2024

Valid through

10.12.2025

- Exposure to critical aspects of workforce development and employment services.
- Networking opportunities with professionals in the Idaho Department of Labor.
- Mentorship from experienced professionals in the field.
- Potential for consideration for future career opportunities within the department.

How To Apply

Interested candidates should submit a resume, cover letter, and academic transcripts. Please include "IDL Internship Program 2024 Application" in the subject line. Shortlisted candidates will be contacted for interviews.

The Idaho Department of Labor is an equal opportunity employer, and candidates from diverse backgrounds are encouraged to apply.

This job description is for informational purposes and may be subject to change based on the evolving needs of the Idaho Department of Labor.