



## JOB ANNOUNCEMENT WISCONSIN YOUTH COMPANY

**Wisconsin Youth Company (WYC) has an opening for an IT & Database intern.** This position will be a great fit for a candidate who has some knowledge of IT, great organizational abilities and a desire to learn how to manage a database. The intern will work at the WYC Administrative Office in Madison across from the scenic Elver Park. Hours are flexible to fit your schedule and internship requirements. The intern will benefit from personal training from the registration & IT director and will receive a competitive stipend.

**Position Summary:** the IT & database intern will gain valuable hands-on experience and make a difference in their community. The intern will conduct a self-led research project to recommend company-wide technology and device integration improvements. The intern will also assist with managing equipment, trouble-shooting computers and devices, database management, and other related tasks.

### **Qualifications/Skills:**

- Proficiency in Microsoft Excel and Microsoft Desktop environment
- Degree or certification in IT (completed or in progress): computer science, engineering or relevant field
- Excellent diagnostic and problem-solving skills
- The ability to research issues and present solutions

### **Employment Benefits:**

- Experience in IT & database structures and procedures in a well-established non-profit
- Stipend

**IT & Database Intern:** Monday through Friday, flexible schedule hours to fulfill internship requirements. Reports to IT & registration director

**How to apply:** send cover letter and resume to [hiringlecommittee@wisconsinyouthcompany.org](mailto:hiringlecommittee@wisconsinyouthcompany.org)

**Equal Employment Opportunity and Affirmative Action Employer**