



Eastern Band of Cherokee Indians High School Student Internship

DIVISION: Community, Education & Recreation Services

PROGRAM: Cherokee Language Master Apprenticeship Program

JOB TITLE: CLMAP High School Intern

Overview:

The High School Student Internship program helps teens between the ages of 16 and 17 to develop their skills and prepare for future employment by spending the summer working for the Eastern Band of Cherokee Indians.

Interns will work closely with experienced professionals, gaining valuable insights into their field of study while contributing to the EBCI's goals and projects. Students will learn and gain valuable work experience in the daily operations of a program within the Eastern Band of Cherokee tribal government.

Cherokee Language Master Apprenticeship Program Purpose:

At CLMAP we are dedicated to the preservation of the Cherokee language through immersion learning for adults. Participants are in the program for two, possibly three, years to learn the language and eventually become teachers themselves.

Key Responsibilities:

- Perform basic and routine administrative support and technical duties.
- Attend language classes.
- Help with administrative duties such as making copies, answering phones, and assisting classroom teachers.
- Learn to use different language tools and software for their learning purposes and possible teaching purposes should they choose to join our program as an employee/learner in the future.
- Attend and participate in staff meetings, trainings and workshops which provide an increasing awareness of general knowledge of programs and current practices.

- Learn about Cherokee language documentation and Cherokee language materials development and review.
- Perform basic Cherokee language recording and editing.
- Participate in Cherokee language activities.
- Participate in various phases of a planned training and evaluation internship program; collaborate closely with assigned mentor(s).
- Perform duties that help the student learn policy, procedures, guidelines and standards for successful work performance.

Internship Expectations:

- Maintain professionalism.
- Have a positive attitude.
- Foster teamwork to build relationships and complete projects.
- Display interest and willingness to learn.
- Adhere to the respective dress code.
- Communication should be respectful and appropriate with peers, colleagues, supervisor(s), and residents.
- Meet work schedule and job expectations.
- Follow the safety guidelines provided on behalf of the EBCI tribal government.

Required Qualifications:

- Must be at least 16 by June 1st, 2026.
- Must be a rising Junior or Senior high school student.
- Able to provide own transportation to the work site(s).
- Able to commit to **ALL** program dates and program events (multiple absences will result in dismissal from the program).

Benefits:

- Pay rate: \$15/ hour

Click here to apply: <https://publicservices.powerappsportals.com/Internship-Program-Application/>