

Community Internship Collaboration

Spring, 2017
Internship Posting

Organization name	Atomic City Tours by Buffalo Tours
Mentor/Contact name	Georgia Strickfaden
Address	POBox 726, Los Alamos, NM. (office in home at 2009 46 th St., Los Alamos)
Phone number	505 662-3965
E-mail address	buffalotours@att.net
Organization website	buffalotoursLA.com
Describe your organization	Guided tours, usually by van, of Los Alamos, New Mexico, and the Southwest and the "Nuclear West".
Internship title	Statistical Assistant
Specific days/hours (if applicable)	TBD
What will the student learn from the internship?	Los Alamos History and impact/analysis of tourism in Los Alamos & New Mexico
What does your business need that a student intern can impact?	Technical help in entering, tabulating and analyzing daily and seasonal data which has been compiled over the last 15 years.
What project(s) will the intern work on?	Using Excel (or other suitable) program to tabulate/input data from 2014 through 2016 to begin with, and year previous, as time allows. Also, "typing up" an already developed tour script, advise on website development in conjunction with web master.
What skills are required for this internship?	Computer experience, especially with Excel or other data analyzing program. Interest in local history and tourism.
What final deliverables will the student produce?	Understandable compilation of data that demonstrate the ebbs and flows of tourism in Los Alamos per van tour demand. e.g.: graphs and charts and narration
How would you describe the primary purpose of this project? (Select one)	** Marketing/Communications**
If "Other", please specify	Tourism
Any additional information you would like to share?	Project may be done at intern's home or off-site location, checking in with Georgia on a predetermined basis to monitor progress. Participation in actual tours will be encouraged, with tour guide training possible.