# Community Internship Collaboration Business Proposal

Spring, 2020

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<thead>
<tr>
<th>Organization name</th>
<th>Los Alamos STEAM Lab</th>
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<tbody>
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<td>Organization website</td>
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**Describe your organization**
We strive to provide a place for children and adults of all ages to tinker in the STEAM fields (science, technology, engineering, arts, and math). We offer classes on a variety of topics as well as a drop-in space for free play with Lego, robots, etc.

**Internship title**
Diversity in STEAM Intern

**Specific days/hours (if applicable)**
Click here to enter text.

**What will the student learn from the internship?**
The workings of a small business, budget creation, program creation, grant writing, etc.

**What does your business need that a student intern can impact?**
We desire to create a Diversity Club aimed at Middle and High Schoolers who are under represented in the STEAM fields. The intern would look for sponsors, speakers, and promote the club.

**What project(s) will the intern work on?**
The intern will work to create a Diversity in STEAM Club as well as help with other projects aimed at fostering diversity in our space.

**What skills are required for this internship?**
The intern needs to be capable of self-direction and multi-tasking as the project is multi-faceted and lacks clear deadlines. The intern must also possess good interpersonal communication skills.

**What final deliverables will the student produce?**
Ideally, the internship will end with a club up and running that supports diverse students and documentation allowing it to be passed on to a part time employee (or the intern if mutually agreeable)

**How would you describe the primary purpose of this project? (Select one)**
- Computer Science/IT
- Science (Biology, Chemistry, Environmental)
- X Marketing/Communications
- X Project Management
- Accounting/Finance
- Other

**If “Other”, please specify**
Click here to enter text.

**Any additional information you would like to share?**
As a team, most of our communication is performed via text chat using Slack. We do have hours in the lab during classes and drop-in, but the student should be comfortable with asynchronous communication.