Robert Kincaid Memorial Public Administration Internship

The City of Lake Oswego is offering a great opportunity for an incoming or current graduate student in Public Administration, interested in gaining experience and exposure to local government management. Preference will be given to candidates who are in an MPA program with a local government concentration and who participate in an ICMA student chapter.

The individual selected for the internship will spend approximately three months (summer) working closely with the City Manager, Assistant City Manager, and Deputy City Manager on a broad range of local government management issues including human resource management, budgeting, finance, and community development, as well as the delivery of a wide range of services including utilities, library, recreation and parks, transportation and public safety. The position will be paid at the rate of $14 per hour with the option of 20-40 hours per week.

This is the thirteenth year of the program with previous interns working on projects such as neighborhood grants, program evaluations, compensation studies, emergency management, and budget.

THE CITY

Lake Oswego (population 39,196) is consistently rated one of Oregon’s most livable cities, ideally situated close to the Portland metropolitan area. Some of Lake Oswego’s many amenities include a superb library, expansive parks and natural areas, and a center for senior citizens. For more information about the city, visit www.ci.oswego.or.us

TO APPLY

To apply for this internship for the summer of 2019, visit www.ci.oswego.or.us to submit an application, resume, cover letter, and letter of recommendation. Graduate transcripts are preferred and should be sent to Human Resources, City of Lake Oswego, 380 A Avenue, P.O. Box 369, Lake Oswego, OR 97034. For questions, please call 503-635-0281.

Application deadline: Monday, April 22, 2019 for work starting in June 2019. Finalists will meet with staff in early May, with a selection by mid-May.