



Town Fletcher Management Internship Application

Overview: The Town of Fletcher Management Internship offers the opportunity to learn the complexities of municipal government and contribute to the management of projects important to the operation and growth of the City. The internship is an in-person, hands-on experience in which the intern is assigned to specific projects but is also provided a broad exposure to Town departments and operations. The projects, assigned based on intern's interests and organization needs, will require independent work and may require significant research in terms of industry standards and practices of other cities. The intern will summarize their project work and intern experience in a presentation given to upper management at the end of the internship period. The internship will be paid, may be completed for course credit, and may consist of up to 400 contact hours generally in the May-August timeframe.

How to Apply: Interested applicants are required to submit the following:

- Town of Fletcher Management Internship Application
- Cover letter explaining areas of professional interest, planned career path, and how experience as a Town of Fletcher Management Intern fits into your career
- Identification of your strengths and weaknesses in a professional context
- Explanation of why you chose the Town of Fletcher for your internship
- Resume and two references

Dates: Interested applicants are encouraged to apply beginning April 1-15, 2022

Submissions are accepted by mail, personal delivery, email, or fax.

Heather Taylor
Assistant Town Manager
Attn: Management Internship Program

Phone: 828-687-3985
Fax: 828-687-7133

Email: h.taylor@fletchernc.org

300 Old Cane Creek Road, Fletcher NC 28732

Management Interns are chosen on a competitive basis. Women and minorities are encouraged to apply. Applications and supplemental materials will be reviewed following the application deadline, and qualified applicants will be selected to interview for the position.

Town of Fletcher Management Internship Application

Please type or print clearly and submit with other application materials.

Last Name: _____ First Name: _____

Current Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Email: _____

Dates Available: _____ Hours Available: _____

Current Institution Attending: _____

Anticipated Graduation: _____ Graduate degree: _____

Other Institutions Attended and Degrees: _____

Relevant Skills: _____

Specific Areas of Interest: _____

References:

Name/Organization: _____

Job Title: _____

Telephone Number/Email: _____

Name/Organization: _____

Job Title: _____

Telephone Number/Email: _____