National Guard Association of Illinois

Address: 1301 North MacArthur BLVD Springfield, IL 62702-2399
Phone number: 773-704-8929
Email Address: andrew.adamczyk.mil@mail.mil
Agency Contact: Major Andrew Adamczyk, Executive Board Member

How should students contact this agency? Email
How should students submit cover letters and resumes? Email

General Description of agency or business
The National Guard Association of Illinois has been representing all Members and Families of the Illinois National Guard; Past, Present, and Future for the last 45 years. We are a professional association made up of both officers and enlisted members, representing both the Army and Air National Guard. We are organized around an Executive Board made up of Directors for each of our electing bodies, representing the Brigades and Wings of the Illinois National Guard, led by our elected President and other officers, and supported by a full-time Executive Director. For more information, please visit us at http://www.ngai.com/

Internship or Job Description
Public Administration, Marketing Assistant Internship
- Advertising
- Database Management
- Marketing and Promotion
- Administrative duties
- Will work closely with the Executive Director and Board members

Basic student learning anticipated
Working for our association will give a student broad experience in administration, communications, and business networking. The student will be involved in handling multiple projects, help us with various administrative tasks, and may help us in the process of planning an annual conference.

Hours per week: Up to 12
Number of weeks: 16
Credit hours: 2.000 TO 4.000
Unpaid Position Available: Spring, Summer, Fall

Updated: January 2014