



2024 Summer Internships

[APPLY HERE](#)

Deadline is at midnight on **March 3, 2024**

Summer Internship Opportunities are full-time, paid (at least minimum wage)

Visit [McMinnville WORKS](#) for more information.

*This list is current as of: **February 28th, 2024** -- This is a living document and is continually updated.*

Summary of Internship Positions (industry):

- Civil Engineering Interns (GIS Mapping, city development and public utilities)
- Computer Science Intern (defense contractor)
- Construction Engineering Project Manager (construction)
- Custodial Assistant (custodial services)
- Electrical Engineer (public utility)
- Fabrication Technician (design and construction)
- Food Science (global nutritional snack bar producer)
- Healthcare Emergency Management Interns (hospital)
- Insect Farm Research Assistant - Microbiology (agriculture)
- Lab Technician (carbon sequestering concrete, construction)
- Machine Shop Assistant/Mechanical Engineer (cnc machining, defense and aerospace)
- Manufacturing Supply Chain Intern (global nutritional snack bar producer)
- Marketing (non profit, retail and online sales)
- Mechanical Engineering Support Interns (aviation & aerospace)
- Mechanical Engineer/Automotive Technician (uav, aviation & aerospace)
- Product Marketing Assistant (part-time marketing)
- Program Coordinator -- McMinnville WORKS Summer Internship Program (project, event mgmt.)
- Quality Control/Tech. Writer (aviation & aerospace)
- Sales and Marketing Research Support (agriculture)
- Software Development Intern (non profit, online sales platform)

McMinnville WORKS Internship Opportunities

Civil Engineering Intern

City of McMinnville - Engineering Department

- ❖ Valid Oregon Driver's License
- ❖ 18+ years

Areas of desired interest/study, skill and experience:

- General engineering principles, knowledge of computer software and drafting design tools, survey principles, map and GIS awareness, math skills through trigonometry, clear and concise reporting techniques, knowledge of public works infrastructures
- Proficiency in ArcPro, ArcGIS Online, ESRI applications, AutoCAD, practical use of the application, Data Entry, Fundamental understanding of geospatial data types
- team player, creative, mathematics prone, concise data gathering, good communication and reporting skills, ability to work indoors and outdoors in all types of weather

The person in this position will assist in a wide variety of civil engineering projects related to transportation and wastewater systems; project inspection and management; and public infrastructure asset management, mapping, and GIS. This position will perform entry-level technical engineering work, and will have an opportunity to learn information gathering and asset condition assessment techniques using GPS data collectors in the field and working with the City GIS system; will assist with City capital improvement projects and develop skills interpreting project construction plans, as-builts and other engineering products; and will assist on other Engineering and Community Development projects as needed. This position will participate in the design of a variety of engineering projects and performs a variety of drafting assignments using manual and computerized methods; creates and updates drawings, maps, graphs, and charts for engineering use; and, provides data to the City's GIS Specialist. The Intern will work as part of a team at times, with other City staff, and individually at other times.

Full Job Description: Coming soon

Civil Engineering Intern

McMinnville Water & Light

- ❖ 18+ years
- ❖ Valid Oregon Driver's License

Areas of desired interest/study, skill and experience:

- Civil engineering
 - General engineering principles knowledge, skilled with computers, exposure to AutoCAD or similar software
 - Excellent communication skills, performs safe work practices, team player, prompt, independent worker, works well with various departments and the public
-

The Engineering Intern will apply basic engineering skills in the performance of water design projects. The position will develop engineering skills and provide an introduction to utilities. The intern will assist with design projects and documentation and will maintain system documents. Projects may include skilled drafting, field inspection work, and general water utility construction-related engineering work.

[Full Job Description - MWL Civil Engineer](#)

Computer Science Intern

Ether Form

- ❖ Must be a US citizen; must be at least a B.S. degree seeking student in a relevant field (Computer Science, Computer Engineering, Physics, Mathematics, or similar)

Areas of desired interest/study, skill and experience:

- Computer Science, Computer Engineering, Physics, Mathematics, or similar
- C++ experience
- Able to work independently
- Communicates clearly and succinctly
- Ability to research and solve challenging problems
- Basic understanding of GUI design sense

Implement a graphical user interface desktop application for internally developed applications using C++, QT 6.6/QML. Application interfaces with Digital Signal Processing software via REST API. The candidate may also be responsible for implementing the REST API, depending upon capabilities/proficiency. This is an entry level position for a Computer Science (or similar) student looking to work on technical and complex software in the defense space.

Construction Engineering Project Management

Cellar Ridge

Areas of desired interest/study, skill and experience:

- Business
 - Construction Management
 - Computer skill requirements include: MS Word, MS Excel, and MS Project, MS Outlook and other project management software.
 - Ability to demonstrate team building, leadership and mentoring skills.
 - Must be proficient with all project management administration activities, including all PE II duties.
 - Excellent written and verbal communication skills.
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This position is responsible for overseeing construction projects and their progress along the way in a timely and cost-effective manner. To serve as the primary contact with owners and continually foster a positive relationship with all parties involved. Project Managers generate and monitor cost estimates, prime contracts, schedules, subcontracts, owner and subcontractor change orders, RFI's, and process submittals. Responsible for budgeting, organization, implementation, and scheduling of projects at hand.

[Full Job Description - Construction Engineer Project Management](#)

Custodial Assistant (3 positions offered)

Azcuenta Cleaning

- ❖ Valid Oregon Driver's License
- ❖ Transportation needed

Areas of desired interest/study, skill and experience:

- Hard Working
- Responsible
- Interpersonal communication

The intern will help with construction/office cleanup, residential maintenance, and commercial cleaning. Job sites vary throughout Willamette Valley. With many years of experience, our pledge is to conduct business honestly, observing a professional code of ethics, and maintaining the highest standard of workmanship and service. We are trained in approved cleaning methods to clean your home or business with maximum safety and skill. We are committed to providing your home with top quality cleaning, while doing our part to protect the world we live in with natural products and microfibers. We are bilingual. MBE/WBE/ESB Certified # 9492.

Full Job Description: Coming soon

Electrical Engineering Intern

McMinnville Water & Light

- ❖ 18+ years
- ❖ Valid Oregon Driver's License

Areas of desired interest/study, skill and experience:

- Electrical engineering
 - General engineering principles knowledge, skilled with computers, exposure to AutoCAD or similar software
 - Excellent communication skills, performs safe work practices, team player, prompt, independent worker, works well with various departments and the public
-

The Engineering Intern will apply basic engineering skills in the performance of substation, transmission, and distribution design projects. The position is intended to develop engineering skills and to provide an introduction to the world of electric utility engineering. The intern will assist with project design and documentation and will maintain system drawings. Projects may include skilled drafting, field inspection work, and other engineering work related to an electrical utility.

[Full Job Description - W&L Electrical Engineer](#)

Fabrication and Construction Technician

Solid Form Fabrication

- ❖ 18+ years

Areas of desired interest/study, skill and experience:

- mechanically inclined, organized, detail oriented, self-starter, team player
- welding, knowledge of hand tools, safety, shop math

This intern will gain an understanding of the fundamental Solid Form engineering and fabrication processes and participate in production of related projects. Solid Form aspires to be a remarkable place to work: one that brings together problem-solvers and creators, then supports them in forging a rewarding career.

[Full Job Description - Fabrication Tech](#)

Food Science Intern

EMPWR Nutrition

- ❖ 18+ years

Areas of desired interest/study, skill and experience:

- Supply Chain
- Business
- Manufacturing
- Food Science
- Biology

EMPWR Nutrition, an international company, that operates their North American McMinnville Production facility for SQF certified, halal, kosher, gluten free, and non-GMO snack bar production. Some might think they're just bars, but for us it's our passion. We co-create, develop and manufacture superior bars for the leading and fastest-growing healthy snack brands so everyone can enjoy bars that are a delight to eat, while staying nutritious... including ourselves. Making ambitious, nutritious, and delicious snack bars, the food science intern will learn about the R&D that goes behind developing new food products.

[Full Job Description: EMPWR Food Science](#)

Healthcare Emergency Management

Willamette Valley Medical Center

Areas of desired interest/study, skill and experience:

- Compiling data
- Interpersonal communication
- Organized, attention to detail
- Excellent communication skills, both verbal and written
- Willingness to learn
- Integrity
- Willingness to work hard
- Interest in Healthcare, Administration Track, Life Sciences, emergency management Business Administration, Disaster Preparedness, fire protection, fire and emergency services, public safety, law enforcement, project management.
- Strong research, writing, and analytical skills
- Ability to work well independently and on a team
- Professional demeanor

Introductory opportunity for anyone interested in the healthcare system and emergency management within. Position will assist with daily operations, special projects, and disaster preparedness initiatives. Willamette Valley Medical Center (WVMC) is a 60-bed acute-care, full-service facility, fully accredited by The Joint Commission and certified as an accredited Chest Pain Center by ACC Accreditation Services, the accrediting arm of the American College of Cardiology.

Full Job Description: Coming soon

Insect Farm Research Assistant - Microbiology

Chapul Farms

Areas of desired interest/study, skill and experience:

- Basic Mathematics
 - Proficient in Microsoft Excel/Word
 - Data oriented
 - Mechanically inclined
 - Team player
 - Sustainable Agriculture, Soil Health, Environmental Sciences, Agriculture, Manufacturing
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Chapul Farms uses black soldier fly larvae (BSFL) microbiology to close agricultural production loops. The insects consume and upcycle nutrients previously destined for landfills, restoring biodiversity to soils and gut microbiomes. This position would help us run feedstock trials (using insects to break down various types of agricultural waste) at our McMinnville research facility. The person would help us operate and maintain lab/farm equipment and capture data and lessons learned. We would then apply the learning from the research center to larger scale production facilities all throughout the US.

[Full Job Description: Insect Farm Research Assistant](#)

Lab Technician

Solid Carbon

- ❖ 18+ years

Areas of desired interest/study, skill and experience:

- Engineering, Physical Sciences, Chemical Sciences, Material Sciences
- Analytical thinking, familiarity with lab practices, adherence to safety protocols.
- Mechanically inclined basic knowledge of mechanical engineering principles, materials science, and thermodynamics.
- Excellent problem-solving skills and the ability to work independently and in cross-functional teams.
- Strong communication skills and the ability to present technical information clearly.
- Passion for sustainability and a desire to contribute to eco-friendly solutions

At Solid Carbon we are working on our second-generation product, a biocarbon based concrete ingredient that significantly reduces the carbon footprint of concrete. As a Lab Technician Intern within our research and development team, you will be helping to study bio carbons and evaluate new concrete formulations. This work will include testing of fresh and hardened concrete properties, and evaluating chemical and physical properties of different biocarbon in our McMinnville Oregon laboratory and headquarters.

[Full Job Description: Solid Carbon Lab Technician](#)

Machine Shop Assistant

Cutting Edge Metals, LLC

- ❖ Minimum 18 years of age, must be able to stand, sit, lift, walk for long periods of time. May be required to lift up to 40 lbs.

Areas of desired interest/study, skill and experience:

- Engineering
- Manufacturing

- Drafting
- Machining
- Mathematics
- Attention to Detail

The intern will be engaged in multiple activities in support of manufacturing and ensuring customer satisfaction. Some of the activities include, but are not limited to, deburring of parts, running CNC Machines, running the saw, cleaning equipment, light assembly, and janitorial duties. For more information see full job description.

[Full Job Description - CNC Machine Shop Assistant](#)

Manufacturing/Food Processing Supply Chain

EMPWR Nutrition

- ❖ 18 years+

Areas of desired interest/study, skill and experience:

- Supply Chain
- Business
- Manufacturing
- Food Science
- Biology

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[Full Job Description: EMPWR Nutrition Supply Chain](#)

Marketing

SwedeMom Center of Giving / MacHub

Areas of desired interest/study, skill and experience:

- Familiarity with MS Office, Google docs., social media platforms.
 - Photography skills and product shots a plus
 - Community engagement and relations
 - Self-Starter, Organized, team player
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- innovative and creative
- reliable and consistent

This intern will assist in areas such as social media graphic design, web design, copywriting and SEO. Photography skills are a plus. Swedemom Center of Giving is passionate about making a difference in the financial stability of charitable organizations through it's online merchandise sales platform and local retail location.

[Full Job Description - SwedeMom Marketing](#)

Mechanical Engineering Support (1-3 positions offered)

Parker Meggitt

- ❖ Valid Oregon Driver's License
- ❖ Must be +18 and eligible to work in the US (must be US citizen or Permanent Resident)

Areas of desired interest/study, skill and experience:

- Manufacturing
- Engineering

Parker is a Fortune 250 global leader in motion and control technologies. For more than a century the company has been enabling engineering breakthroughs that lead to a better tomorrow. Parker Meggitt joined the Parker Aerospace Group in September 2022 following the successful acquisition of Meggitt PLC, a world leader in aerospace, defense and energy. Parker Meggitt employs more than 9,000 people at over 37 manufacturing facilities and regional offices worldwide. Their McMinnville plant is focused on polymer composites and sealants for the aviation and aerospace industries.

Full Job Description: Coming soon

Mechanical Engineering/Automotive Tech

Phenix Solutions Inc

- ❖ Minimum 18 years of age, must be able to stand, sit, lift, walk for long periods of time. May be required to lift up to 40 lbs.

Areas of desired interest/study, skill and experience:

- Mechanical Engineering
 - Automotive assembly/repair/maintenance quality
-

- Technical writing ability
- Inventory control
- Looking for motivated self starter
- Demonstrated leader

This intern will be customized by skill set and our needs. Phenix's founders have each brought their diverse and complementary skills and experiences together to develop, certify, and manufacture truly heavy lift (above 3,000 lbs MTOW) Remotely Piloted Aircraft (RPA) and specialized mission equipment for military and civil aircraft operators improving the safety, efficiency, and effectiveness of their next generation aerial operations.

Full Job Description: Coming soon

Product Marketing Assistant

Buchanan Cellers

- ❖ 18+ years

Areas of desired interest/study, skill and experience:

- Marketing and design with basic understanding of design programs (MS publisher primarily).
- Organized
- Detail oriented
- Eye for graphic layout
- Strong time management capabilities
- Strong reading and writing comprehension
- Strong computer skills
- Good work ethic

With a rebranding comes a multi-level overhaul of all facets of the product, from inventory database information to packaging to marketing. Our 2024 Summer Works intern will champion the updates to our proprietary line of feed and supplements, Beaver Brand Feed. Updating labels, tech sheets, and product information to be consistent with our new branding and ensuring accuracy of information will be the primary task of this project. Supplemental tasks will be creating Google events and analyzing sales in response to email campaigns, social media campaigns, and website updates.

Program Coordinator -- McMinnville WORKS Summer Internship Program

McMinnville Economic Development Partnership

- ❖ Reliable transportation and professional attire required.
- ❖ Position Starts ~ May 17 (some flexibility) and ends August 19.

Areas of desired interest/study, skill and experience:

- Self-starter and time manager,
- Attention to detail and organized,
- strong written and verbal communication,

- event coordination,
- leadership, teamwork, coaching
- project management, marketing
- MS Office, Google Docs, social media platforms

This intern is responsible for overseeing the Summer Internship Program through organizing and producing Professional Development Workshops and events, executing communication strategies, and will have the opportunity to take a deep dive into project management. This position requires a high level of professionalism and creativity, as the intern will work directly with business leaders, HR directors and their fellow peers in the program cohort. They will manage the daily operations of the internship programs. Applicants should be strong self-starters, time managers, work with computers (office, google), professional writing abilities, and organize a variety of details, interest in social media marketing. Reliable transportation and professional attire required. Starts ~ (flexible) May 17 and ends August 19.

[Full Job Description - McMinnville WORKS Project Coordinator](#)

Quality Control/Tech. Writer

Phenix Solutions Inc

- ❖ Minimum 18 years of age, must be able to stand, sit, lift, walk for long periods of time. May be required to lift up to 40 lbs.

Areas of desired interest/study, skill and experience:

- Mechanical Engineer
- Automotive assembly/repair/maintenance quality
- Tech writing
- Mathematical Skills
- Basic hand tool knowledge
- Inventory control
- Looking for motivated self starter
- Demonstrated leader

This intern will be customized by skill set and our needs. Phenix's founders have each brought their diverse and complementary skills and experiences together to develop, certify, and manufacture truly heavy lift (above 3,000 lbs MTOW) Remotely Piloted Aircraft (RPA) and specialized mission equipment for military and civil aircraft operators improving the safety, efficiency, and effectiveness of their next generation aerial operations.

Full Job Description: Coming soon

Sales and Marketing Research Support

Chapul Farms

Areas of desired interest/study, skill and experience:

- Detail and Data oriented
- Organized
- Computers and Research
- Marketing and Sales
- Animal Science, Animal Husbandry, Animal Nutrition, Entomology, Biology, Soil Sciences, agriculture

Chapul Farms uses black soldier fly larvae (BSFL) microbiology to close agricultural production loops. The insects consume and upcycle nutrients previously destined for landfills, restoring biodiversity to soils and gut microbiomes. The intern would help us run feedstock trials (using insects to break down various types of waste) at our McMinnville research facility. The intern would help us capture data and lessons learned, then we would discuss how to apply to larger scale production facilities.

Full Job Description: Coming soon

Software Development

SwedeMom Center of Giving / MacHub

Areas of desired interest/study, skill and experience:

- Computer science, software skills
- Excellent computer skills, coding knowledge a plus
- Self Starter, Organized
- Innovative and Creative
- Reliable and Consistent

This intern will need to work well with a hybrid team to perfect internal software systems used on a daily basis for an online retail platform for charitable giving. The Swedemom Center of Giving is passionate about making a difference in the financial stability of charitable organizations.

Full Job Description: Coming soon

Current Host Sites, include:

[Azucena Cleaning](#)

[Buchanan Cellers](#)

[Cellar Ridge Construction](#)

[Chapul Farms](#)

[City of McMinnville - Engineering Department](#)

[Cutting Edge Metals](#)

[EMPWR Nutrition](#)

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[Willamette Valley Medical Center](#)