

**POSITION OPENING
CITY OF ISANTI**

COMMUNITY DEVELOPMENT INTERN

The City of Isanti is seeking an energetic and motivated student/ undergraduate to assist the Community Development Director with various duties that include community development projects, economic development projects, research, inspections, coordination of activities, project management and development and the creation and updating of marketing materials.

Minimum qualifications include:

- An undergraduate student (or recent graduate) in community development, planning, economic development, business administration or similar degree.
- proficiency in Microsoft Windows/ Office.
- A valid driver's license.

This position is under the supervision of the Community Development Director. This is a Part-Time internship: 20-25 hours/ week. Hourly wage is \$14.00.

To be considered, you must submit an online application, cover letter and resume. Online Application is available at <https://www.cityofisanti.us/> under the employment tab. Applications will be accepted until 4:00 p.m., April 1, 2020. EOE