



**Goodwill Industries of the Chesapeake, Inc.** has an exciting project opportunity/internship for an undergraduate or graduate student.

**Project/Internship Scope:**

- Review position descriptions ensuring accurate job picture, ADA compliance, updating physical requirements and updating safety requirements and equipment
- Updating position descriptions to new format template
- Reorganizing position description folder on shared network; Archiving outdated position descriptions

**Internship Details:**

- Located at our corporate office in downtown Baltimore city
- Unpaid, but will provide paid parking
- Project specific, not to exceed one semester
- Minimum 8 hours per week, flexible in days and times

**About Goodwill:**

For over 89 years, Goodwill Industries of the Chesapeake, Inc. has helped others help themselves. Goodwill collects reusable items for resale in our retail stores, trains people for work and living skills, and instills dignity and purpose in countless peoples' lives.

Today, we employ more than 600 individuals, operate more than 25 retail stores, 7 career development sites and provide a variety of commercial services at several state and federal locations. Most importantly, Goodwill annually provides services to more than 8,000 people in need of assistance because of physical, mental or other social barriers and places more than 2,000 in jobs giving them "Not a Charity, but a Chance"

For more information, please contact Amanda Minto at [aminto@goodwillches.org](mailto:aminto@goodwillches.org).

*Goodwill Industries of the Chesapeake, Inc. is an equal opportunity employer*