

Below is the proposed internship program for Lakewood Trolley. After speaking with the board, we are excited about the possibility of bringing on one or more interns from University North Carolina at Charlotte through a collaboration with the HLC. This arrangement should benefit both Lakewood Trolley and the HLC. The HLC would not be responsible for providing pay, work space, or other resources for the intern(s). Lakewood would be responsible for all aspects of the inter with one exception, the evaluation process would be collaborative. This will allow the HLC greater latitude in monitoring Lakewood's progress as we move toward trolley operations in 2019. We appreciate your consideration and would be happy to answer any additional concerns or questions.

Lakewood Trolley Internship Program

This internship will provide the opportunity for a historic preservation, history, non-profit management, business/marketing, communications or graduate student in a related field, to develop project management skills. In collaboration with the Lakewood Trolley Board and under the direction of the Charlotte Mecklenburg Historic Landmarks Commission, candidates will work with local and state government agencies as well as neighborhood partners to operate Car 85, a Charlotte transportation icon. Under the mentorship of the Historic Landmarks Commission and the Lakewood Board, this position will support a diverse and wide-ranging set of goals to ensure the operational success of Car 85 in the Westend, with a focus on exhibit planning, event planning, and grant writing/fundraising as part of a collaborative team.

The internship will focus on developing and applying a professional knowledge of the theories, principles, practices, and techniques of historic preservation, specifically:

- project planning
- exhibit planning
- design
- construction
- resource management/conservation
- fundraising
- marketing/social media
- event planning

Flexibility, computer literacy, and willingness to assist in all stages of project execution are key components of this internship.