



NEW JERSEY OFFICE OF THE SECRETARY OF

**HIGHER
EDUCATION**

The Office of the Secretary of
Higher Education
(OSHE)

NJ Career Accelerator
Internship Grant
Opportunities

Manufacturing

Crestron Electronics, Inc.

7 Volvo Drive Rockleigh, NJ 07647

Intern - Summer 2024 Firmware Engineering, Hybrid, 2 open positions

Overview of Position

The Crestron Firmware team is looking for an intern with general programming skills and confidence in working with new or unfamiliar tools.

Responsibilities/Duties/Projects

Intern - Summer 2024 Firmware Engineering duties can include the following:

The intern would be responsible for:

- Setting up testing environments
- Executing manual and automated tests
- Generating quality reports.

This intern will learn about:

- Automated testing
- Unit test creation
- Skills essential for building high quality modern software
- Working with C#, PowerShell, Python, Jenkins, and Crestron software

Desired Majors

Computer Science, Information Systems & Technology, Engineering

How To Apply

Send resume to campusrelations@crestron.com

Intern - Summer 2024 - Test Engineer, In-person, 1 open position

Overview of Position

Engineering interns to support technical operations business unit within the Test Engineering group. Tasks will include test equipment design, support of system integration testing, and preparation of engineering documentation. Will work along-side engineering staff to develop solutions for production testing requirements.

Responsibilities/Duties/Projects

Intern - Summer 2024 - Test Engineer duties can include the following:

- Development of production test systems for Crestron's product lines (DM, Audio, lighting or others)
- Take a role in communicating, coordinating, and driving time constrained projects related to design and development of test solutions
- Coordinate and/or develop test plans, test procedures, test platforms and test specifications
- Assist TE managers with the planning, creation and validation of functional test specs, test procedures and test equipment required to perform production test
- Develop custom test equipment, fixturing and software test programs as required for a given project
- Explore new avenues and test technologies for quality improvements on production testing assignments and turn into actionable projects
- Perform statistical analyses on design quality of product assigned, identify trends and spearhead corrective actions
- Coordinate test and production teams to implement and/or deploy test systems
- Coordinate test training activities for team members and production personnel
- Work with design engineering to develop a test approach and strategy for a product and/or suite of products
- Coordinate with design engineering test and debug activities for product features during new product introduction
- Support production NPI during the initial launch phase and ensure acceptable test repeatability and product yields
- Adhere to all safety and health rules and regulations associated with this position and as directed by the manager
- Comply and follow all procedures within the company security policy
- Other duties as assigned

Desired Majors

Engineering

How To Apply

Send resume to campusrelations@crestron.com

Intern - Summer 2024 - Industrial Engineering, In-person, 1 open position

Overview of Position

The Industrial Engineer Intern will report to the Industrial Engineer Supervisor and assisted by the Industrial Engineering Mentor throughout the internship. The Industrial Engineering Intern will support lean and continuous improvement activities in manufacturing and production support areas and will receive support and development from the wider Industrial Engineering

team. The Intern may be responsible for localized improvements and may participate in team projects.

Responsibilities/Duties/Projects

Intern - Summer 2024 - Industrial Engineering duties can include the following:

- Work with the Production team to create and document new processes that lead to the reduction of waste
- Implement 6S Lean Principles on the Production floor
- Take deep dives into specific products to recommend improvements that will lead to increased throughput
- Pull and organize data/metrics to share with Management team

Desired Majors

Manufacturing, Production, and Skilled Trades, Engineering, Computer Science, Information Systems & Technology

How To Apply

Send resume to campusrelations@crestron.com

Intern - Summer 2024 - Engineering Software Tools, Hybrid, 2 open positions

Overview of Position

As an engineering software tools intern, you will work as a member of the Software Tools team to implement frontend development solutions for interactive web application contributing to framework development to enable mission-oriented applications on one of our next-gen projects.

Responsibilities/Duties/Projects

Intern - Summer 2024 - Engineering Software Tools duties can include the following:

- Work closely with team to design and implement frontend for interactive web application
- Apply your HTML / CSS / JavaScript programming skills to solve complex problems
- Participate in design and code reviews
- Write automated tests and user interface tests to support automated application testing
- Identifying problems uncovered by testing, and correcting them
- Identify and address performance bottlenecks
- Write technical documentation

Desired Majors

Engineering, Computer Science, Information Systems & Technology

How To Apply

Send resume to campusrelations@crestron.com

Walker Brand Collective

Social Media Marketing Intern, Remote, 2 open positions

Overview of Position

Elevate your social media expertise while championing diversity and ethical practices at Chalice Premium, a pioneering force in the consumable luxury industry. This internship is your opportunity to shape the future of luxury by cultivating a vibrant online community that celebrates inclusivity and empowers individuals across the spectrum.

More Than Metrics:

This isn't just about boosting follower numbers and engagement. It's about building a brand identity that reflects the real world - diverse, nuanced, and constantly evolving. You'll be at the forefront of crafting strategies and content that:

Amplify underrepresented voices and celebrate diverse cultural narratives. Move beyond traditional luxury tropes and showcase the beauty and richness of different backgrounds, abilities, and identities.

Spark meaningful conversations and challenge established notions of luxury. Create impactful content that inspires open dialogue and fosters an inclusive community where everyone feels welcomed and valued.

Drive engagement through thought-provoking storytelling and innovative formats. Captivate audiences with compelling visuals, insightful writing, and creative collaborations that resonate across platforms.

Stay ahead of the curve in the dynamic social media landscape. Research emerging trends, experiment with new features, and ensure our brand voice remains fresh and relevant to a global audience.

Gain comprehensive experience in social media marketing. From content creation and scheduling to community management and analytics, you'll learn from industry experts and build a solid foundation for your future career.

Responsibilities/Duties/Projects

Social Media Marketing Intern duties can include the following:

- Platform Maestro: Master the art of storytelling across all social media platforms (Instagram, Facebook, TikTok, you name it!), crafting captivating content that ignites conversations and drives brand awareness.

- **Trend Tracker:** Be our social radar, staying ahead of the curve on the latest trends, hashtags, and challenges to ensure our content is always fresh, relevant, and wildly engaging.
- **Content Conjuror:** From mouthwatering cocktail close-ups to behind-the-scenes glimpses and influencer collaborations, conjure up a diverse and irresistible content mix that reflects the essence of Chalice Premium.
- **Community Catalyst:** Foster a thriving online community where cocktail connoisseurs can connect, share, and celebrate their love for the finer things. Respond to comments, answer questions, and cultivate a loyal following that feels like family.
- **Listening Ninja:** Be the ear to the ground, adeptly using social listening tools to understand what our audience desires and tailor our content accordingly. Insights are your potion, and understanding is your power.
- **Calendar Czar:** Plan and execute a strategic social media calendar that aligns with brand goals, campaigns, and event schedules. Think of it as your secret recipe for success.
- **Influencer Alchemist:** Partner with key influencers to amplify our reach and create authentic, buzzworthy collaborations that bring the Chalice Premium experience to life.
- **Data Decoder:** Translate social media metrics into actionable insights, using KPI reports to track performance, measure success, and continuously refine our strategy.

Desired Majors

Arts & Design, Business, Entrepreneurship & Human Resources, Communications

How To Apply

Apply through <https://wellfound.com/recruit/jobs/2876924>

Copywriting Internship, Remote, 1 open position

Overview of Position

If you are a meticulous writer with a discerning palate and a desire to leave your mark on a brand synonymous with unparalleled luxury, then this is your chance to raise your voice and join the Chalice Premium team. Develop captivating website copy, email campaigns, and social media content that resonates with our target audience. Think strategic storytelling, beautiful visuals, and a dash of creative flair.

Responsibilities/Duties/Projects

Copywriting Internship duties can include the following:

- **Develop and execute high-quality copywriting across channels:** Craft evocative website content, emails, newsletters, social media captions, and marketing materials that resonate with our discerning audience.
- **Infuse luxury into every word:** Write captivating product descriptions that entice members and showcase the unparalleled value of Chalice Premium experiences.

- Embrace versatility: Compose compelling romance copy and scripts, and contribute to writing case studies and papers for internal and external consumption.
- Master the art of copyediting: Enhance existing content with meticulous attention to detail and ensure brand consistency across all materials.
- Refine your communication skills: Draft professional stakeholder correspondence and deliver presentations, honing your ability to articulate complex ideas concisely.
- Immerse yourself in luxury: Gain firsthand experience with curated events, gourmet food and beverage journeys, and culturally enriching experiences, allowing you to translate your knowledge into evocative copy.

Desired Majors

Business, Entrepreneurship & Human Resources, Communications, Education, General Studies, Humanities & Languages, Social Sciences

How To Apply

Apply through <https://wellfound.com/recruit/jobs/2885058>

Crowdfunding Intern, Remote, 2 open positions

Overview of Position

About the Internship: In this dynamic internship, you'll be an integral part of our startup team, gaining hands-on experience in the exciting world of fundraising through online communities. You'll work alongside the founder to learn and employ campaign launches, management, and analysis

Responsibilities/Duties/Projects

Crowdfunding Intern duties can include the following:

- Assist with campaign creation and optimization: Help creators craft compelling campaign narratives, identify target audiences, and develop effective outreach strategies.
- Analyze campaign data and recommend improvements: Utilize data analytics tools to track campaign performance, identify trends, and provide data-driven insights to optimize campaign strategies.
- Contribute to content creation: Generate engaging social media posts, blog articles, and other content to promote crowdfunding initiatives and educate potential backers.
- Provide administrative support: Assist with various administrative tasks, including data entry, scheduling meetings, and managing project timelines.
- Stay informed about industry trends and best practices: Actively research and learn about the latest crowdfunding trends, platforms, and regulations.
- Collaborate with team members and stakeholders: Work closely with campaign managers, marketing specialists, and other team members to achieve project goals.

- Assist with researching and identifying potential crowdfunding platforms for specific projects.
- Develop compelling campaign narratives and content, including video scripts, social media posts, and press releases.
- Conduct data analysis to track campaign performance and optimize strategies for increased engagement and funding.
- Create and manage donor outreach campaigns and communication channels.
- Support with ongoing campaign management tasks, including responding to donor inquiries and managing rewards fulfillment.
- Stay up-to-date on crowdfunding trends and best practices through research and collaboration with the team.
- Contribute to internal projects and brainstorming sessions as needed.

Desired Majors

Arts & Design, Business, Entrepreneurship & Human Resources, Communications, Computer Science, Information Systems & Technology, General Studies, Humanities & Languages, Social Sciences, Open to all Majors

How To Apply

Apply through <https://wellfound.com/recruit/jobs/2883566>

Business Development Internship at Chalice Premium, Remote, 1 open position

Overview of Position

We're seeking a driven and ambitious intern to help grow and join our dynamic Business Development team. This is an incredible opportunity to gain valuable experience in a fast-paced startup environment, contribute to exciting growth initiatives, and learn from industry veterans. As a Business Development Intern, you'll play a key role in expanding Chalice Premium's reach and establishing strategic partnerships.

Responsibilities/Duties/Projects

Business Development Internship at Chalice Premium duties can include the following:

- Conduct market research and competitive analysis to identify potential growth opportunities.
- Help develop and implement strategies to expand brand awareness and customer acquisition.
- Assist with the development and execution of targeted marketing campaigns across various channels.
- Develop and nurture relationships with existing and potential partners, including retailers, distributors, and partners

- Support with event planning and execution, including trade shows, pop-up shops, and product launches.
- Collaborate with cross-functional teams to implement growth initiatives.
- Engage in client outreach and relationship-building activities.
- Learn to analyze data and key performance indicators to assess the success of business development efforts.
- Assist in preparing and delivering presentations to internal and external stakeholders.
- Participate in cross-functional projects and contribute to team goals.
- Stay up to date on industry trends and developments.
- Generates new and innovative ROI positive ideas

Desired Majors

Business, Entrepreneurship & Human Resources, Communications

How To Apply

Apply through <https://wellfound.com/recruit/jobs/2880671>

Fundraising and Investment Intern, Remote, 1 open position

Overview of Position

Chalice Premium Investment And Fundraising Intern will focus on attracting and accelerating businesses' capital in various ways including funds, investments and grants to provide goods and services that meet business needs, and increasing growth opportunities. The intern will assist in strategy development and activation.

Chalice Premium Investment and Fundraising Intern to join beverage startups and help grow incoming capital while minimizing equity dilution. Chalice Premium Investment and Fundraising Intern will play an integral role in advancing our efforts in securing funding, managing investments, procuring grants and building sustainable financial resources for our organization.

Responsibilities/Duties/Projects

Fundraising and Investment Intern duties can include the following:

Investment Analysis:

- Conduct in-depth research and analysis of potential investment opportunities (companies, funds, or projects).
- Develop comprehensive financial models and investment memos to assess feasibility and potential returns.
- Perform thorough due diligence, including market research, competitor analysis, and financial statement review.

- Stay abreast of industry trends and market news, identifying emerging opportunities and potential risks.

Fundraising:

- Research and identify prospective investors and donors aligned with our mission and impact goals.
- Support the development of compelling fundraising presentations and materials.
- Prepare and manage grant proposals, adhering to deadlines and grant requirements.
- Actively participate in industry events and network with potential investors and partners.
- Assist with donor relationship management and stewardship activities.

General Support:

- Participate in team meetings and contribute valuable insights to ongoing project discussions.
- Prepare professional reports and presentations on assigned tasks.
- Provide administrative support as needed, including data entry and document

Market Research and Analysis:

- Conduct thorough market research to identify potential investment opportunities and fundraising prospects. Analyze market trends, competitor activities, and economic indicators to provide valuable insights.

Desired Majors

Business, Entrepreneurship & Human Resources

How To Apply

Apply through <https://wellfound.com/recruit/jobs/2880851>

Marketing Internship, Remote, 1 open position

Overview of Position

Chalice Premium,, is seeking a passionate and dynamic Marketing Intern to join our vibrant team. Immerse yourself in the world of luxury beverages, craft compelling stories, and help us elevate our brand to new heights. We're more than just a cocktail company. We're a community of discerning individuals who appreciate the art of mixology, the joy of connection, and the finer things in life. We champion local artisans, celebrate diverse traditions, and foster meaningful connections through shared experiences.

Responsibilities/Duties/Projects

Marketing Internship duties can include the following:

- **Content Creation:** Contribute to the development of engaging and creative content for our social media platforms, including graphics, videos, and written content.
- **Social Media Management:** Assist in managing and curating our social media accounts, including content scheduling, engagement, and staying updated with the latest trends.
- **Audience Engagement:** Interact with our online community by responding to comments, and messages, and fostering a positive and active presence on our social media channels.
- **Marketing Campaigns:** Support the planning and execution of marketing campaigns, including email marketing, influencer partnerships, and online advertising.
- **Analytics and Reporting:** Help in tracking and analyzing the performance of marketing campaigns and social media activities, using data-driven insights to recommend improvements.
- **Market Research:** Conduct research to identify market trends, competitor activities, and audience preferences to guide marketing decisions.
- **Collaboration:** Actively participate in brainstorming sessions, strategy discussions, and provide creative input to the marketing team.

Desired Majors

Communications, Business, Entrepreneurship & Human Resources

How To Apply

Apply through <https://wellfound.com/recruit/jobs/2876904>

Project Management Inten, Remote, 1 open position

Overview of Position

The Project Management and Chief of Staff will play an integral role by working alongside the Founder and CEO to optimize the company's overall business operations, utilizing the company's project tracking system, while meeting strict deadlines

This individual will gain high-level experience of the ins and outs of managing an e-commerce startup, as well as developing and fostering a space for education and growth.

Responsibilities/Duties/Projects

Project Management Inten duties can include the following:

- Assist founder with planning, scheduling, and executing projects from conception to completion.
- Manage project tasks, track progress, and identify and mitigate risks.
- Coordinate with internal and external stakeholders to ensure project goals are met.
- Prepare and present project reports and documentation.
- Conduct research and analysis to support project decision-making.
- Participate in project meetings and contribute to team discussions.

- Learn and utilize project management tools and methodologies.
- Maintain a positive and professional attitude in a fast-paced environment.
- Support the implementation and monitoring of quality assurance processes to ensure project deliverables meet established standards.
- Partner with the Founder to oversee project performance and accountability to ensure that operations are running accordingly, including tracking the progress of priority projects and ensuring that deadlines are being met
- Pinpoint areas that are not meeting standards and optimize according to plan
- Manage Founder's calendar on a weekly basis by collecting all priorities and collaborating with the team to assign tasks based on availability, team's schedule, and project urgency
- Manage Founder's project tracking system and check-in on progress of to-do lists, ensuring tasks are properly assigned, tracked, and completed within designated timeframes
- Ensure information is being relayed and communicated, and that team members are completing specific tasks that contribute to the larger scope of the projects
- Assist with planning and executing successful team meetings by writing agendas, recaps, and detailed minutes of the meeting
- Monitor and respond to all priority emails, identifying tasks that need to be completed
- Compile, refine, and optimize content for key communication materials
- Actively seek opportunities to learn about project management methodologies, tools, and best practices.
- Engage in training sessions and workshops to enhance project management skills.
- Work closely with the Founder to assist with sourcing, networking, and maintaining partnerships with key business personnel, such as suppliers, investors, mentors, influencers, brands, and board members
- Assist with the planning and successful execution of fundraising initiatives to scale Chalice Premium.
- Partner with the team and Founder to explore revenue generating opportunities and successfully execute events, webinars, speaking opportunities, workshops events by creating documents and infographics to highlight the Founder's and company's credentials
- Assist with data asset management by organizing content and resources across all company's communication platforms
- Develop and maintain project documentation, including timelines, budgets, and resource plans.
- Track project progress and identify and manage risks.
- Communicate effectively with stakeholders, including team members, clients, and vendors.
- Participate in project meetings and take detailed notes.
- Administrative, project management, finance, and analytics experience are highly preferred.

Desired Majors

Business, Entrepreneurship & Human Resources, Communications, General Studies, Humanities & Languages, Social Sciences

How To Apply

Apply through <https://wellfound.com/recruit/jobs/2882330>