

Internship in Technical Writing



General Technical Writing Support Intern

Each of the CTT programs has aspects where technical writers are an invaluable asset to the team. The general technical writing support intern primarily works on CTT projects and on projects for the Local Technical Assistance Program, Bridge Load Rating, and the Great Lakes Environmental Infrastructure Center. Interns in this role should have a strong interest in writing, technical writing, editing, and design, and they should have experience using Microsoft Office and the Adobe Creative Suite.

Key responsibilities:

- Write newsletter articles for technical audiences
- Create training event advertisement fliers
- Develop conference and marketing materials
- Generate website content
- Edit project reports
- Design brochures

Additional responsibilities:

- Write software help documentation

All positions are paid. Year-round positions open with a minimum of 10 hours/week during the academic year and up to 40 hours/week during the summer.



How Can You Help Us?

CTT interns assume active roles on a variety of projects for our local-agency, state, and federal clients. Working at the CTT can provide an outstanding opportunity for interns to gain “real world” experience.

Interested in Applying?

Please email your resume and portfolio to sjbershi@mtu.edu and vlsage@mtu.edu.

About the CTT

The Center for Technology & Training (CTT) is a research center housed in the Department of Civil and Environmental Engineering at Michigan Technological University and located in Dillman Hall. We are funded through several different state and federal programs. We build, maintain, and manage a number of projects including Michigan’s Local Technical Assistance Program, Roadsoft, the Michigan Engineers’ Resource Library, the Bridge Load Rating Program, and the Great Lakes Environmental Infrastructure Center. Learn more at ctt.mtu.edu.

Check out our internship flyer on ctt.mtu.edu/internship-opportunities for portfolio requirements