

BILL SCHUETTE ATTORNEY GENERAL



JOIN OUR TEAM!

Share your presentation talents! The Michigan Department of Attorney General's Consumer Programs Section is always looking for talented presenters to join our team. Individuals serve as contractual employees to give educational seminars to Michigan's school-aged children and adult consumers.

The educational programs include: (1) OK2SAY; (2) Michigan Cyber Safety Initiative (CSI); and (3) Consumer Education. Presenters give Attorney General-prepared seminars and promote the programs at expos in their communities and schools. The Department provides training and materials.

Requirements: Strong organizational and communication skills required. Some travel is necessary. Preferred applicants possess a bachelor's degree from an accredited post-secondary education entity. Demonstrated commitment to public education a plus. These are temporary, part-time, contractual service engagements: they are not classified civil service positions.

Interested candidates should provide a resume and a cover letter that includes your public speaking experience.

Questions may be directed to the Attorney General's Consumer Programs Team at 517-335-0855.

Please submit resume and cover letter to:

Michigan Department of Attorney General
Attn: Consumer Programs
PO Box 30213
Lansing, MI 48909
or electronically to agcp@mi.gov

Free Student Safety Programming



Stop the Silence. Help End the Violence.



- Empowering students to make a difference
- Learn about OK2SAY
- Confidential way to report anything that threatens a student's safety
- Teaching students how to be safe online
- 3 KEEP's of internet safety
- Bullying and cyberbullying awareness

Free Programming for Michigan Consumers

- Home Repair and Improvement
- Identify Theft
- In-Home Care and Senior Residences
- Investment Fraud
- Online Safety
- Phone, Mail, and e-Scams



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PRESENTER OVERVIEW

Program presenters are provided with Attorney General prepared seminar content and speaker notes in hard-copy and electronic format.

Check out our specific programs and materials on the [Attorney General's website](http://www.mi.gov/ag) (www.mi.gov/ag).

Program presenters must:

- Become familiar with the content for each presentation
- Own a laptop with Microsoft 2010 software
- Know how to use and troubleshoot a projector, VGA cables, speakers, clicker, etc
- Be able to speak in front of all age groups and crowds of various sizes
- Have excellent organizational and communications skills
- Connect with and engage a crowd
- Attend annual training in Lansing
- Be willing to perform outreach
- Be familiar with use of a flash drive, Google drive, and Microsoft PowerPoint
- Pass a background check
- Become familiar with the State of Michigan billing process
- Be available to cover seminar requests in their immediate and surrounding areas
- Check and respond to emails daily
- Be willing to travel a distance to a school/venue that has requested our presence

To view our program content, visit:

- [OK2SAY](http://www.ok2say.com) (www.ok2say.com)
- [Michigan Cyber Safety Initiative \(CSI\)](http://www.mi.gov/csi) (www.mi.gov/csi)
- [Consumer Education \(CE\)](http://www.mi.gov/ce) (www.mi.gov/ce)

