



Internship Program

**Does your organization need a Summer 2020 intern?
Do you want to support students in gaining hands on experience?**

MC Chamber Charities Summer Internship Program may be just what you are looking for.

MC Chamber Charities will be hosting a **Summer Internship Program** aimed at connecting high school students to experiential learning opportunities by working in various Medina County companies. As interns, students will have the opportunity to work for 10 or 12 weeks (maximum of 100 hours) from **June 8 - August 14, 2020**. If you or your company or organization is interested, we invite you to consider hosting an intern this summer 2020!

Benefits to Hosts (Employers):

One of the main overall benefits of this program is that you as an employer will serve as a host site and MC Chamber Charities will provide a \$500 stipend for compensation to the student. This includes the following (again, all provided by MC Chamber Charities):

- Screening of interns for 2.0 minimum GPA
- Intern recommendations and pairing provided by MC Chamber Charities.

Host (Employer) Responsibilities:

- **Submit a job description by 5/1/2020 (job description template is attached)**
- Provide supervision, coaching, feedback, and support to the intern.
- Provide meaningful work and learning experiences for the intern. Develop and share a work plan for the intern outlining objectives and deliverables throughout the 10 or 12-week internship.
- Provide a workspace and other resources (e.g. access to computer, reference materials, telephone, etc.).
- Attend a 2020 Medina County Chamber member luncheon in recognition for your participation in the internship program.

Please stay tuned for more details!

For now, we ask that, if interested, **please complete and return the attached position description template to mcchambercharities@gmail.com no later than **May 1, 2020**.**



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POSITION DESCRIPTION – SUMMER 2020

Business/Organization Name	
Department Name	
Location with Address	
Reports to (Supervisor)	
Number of Openings	
Work Schedule & Hours/Week	
Internship Dates	

What type of work, projects, and/or tasks are you looking for your intern to complete?
Learning Objectives/Outcomes: Briefly describe what the student should be able to demonstrate, represent or produce based on their internship experience within your department. Limit to 3 or 4.
Required Qualifications: (e.g. specific competencies, knowledge, skills, and abilities)
Preferred Qualifications: (e.g., specific competencies, knowledge, skills, and abilities)

**Employers are encouraged to work with their student intern on a flexible schedule in consideration of other commitments over the summer (job, school, etc.).*