



INTERN JONESBORO

AN INTERNSHIP ENRICHMENT GUIDE



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WHAT IS AN INTERNSHIP?



Creates a qualified pool of potential employees to increase company talent pipelines.



May be a paid, credit or non-credit experience.



Includes the proper resources, equipment, and facilities to support learning.



Prepares a student for a successful career with real-world daily experiences.



Applies learned experiences to knowledge gained in the classroom.



Allows a business to give back to the community that has supported them through new career opportunities.



Provides supervision and routine feedback from a professional with expertise in the field.



Has a defined beginning and end, and a job description with specific qualifications.

DIFFERENT TYPES OF INTERNSHIPS

CAREER EXPOSURE

TACTICAL EXPOSURE

Define an organization's need/problem for students to present and demonstrate.



STRATEGIC EXPOSURE

Organizations should use early intern experience as a talent pipeline on-ramp.



CAREER EXPLORATION

PROJECT-BASED

120-150 hour project-based experience requiring advanced knowledge and skills.



WORK STUDY

Part-time employment opportunities during academic years that are for college credit.



WHY HIRE INTERNS?

EMPLOYER BENEFITS

Low-cost training and development.

Supports community engagement and talent acquisition.

Consistent pool of highly talented student recruits.

Provide new ideas, and give fresh perspectives.

Gain real-world experience while furthering their degree.

Develop workplace experience that increases employability.

Hands-on experience and networking opportunities.

Increase academic achievement and build community.

STUDENT BENEFITS



TOP 6 EMPLOYER BEST PRACTICES

1

Empower your interns by assigning responsibilities and emphasizing accountability.

Encourage interns' engagement with professional development and community outreach programs.

2

Communicate with professors and advisors at A-State frequently to keep tasks in line with course requirements.

3

Create a sense of belonging for interns to make them part of the team and have a sense of community within their department.

4

5

Ensure interns receive the support they need, it's essential to provide consistent feedback.

Assign interns a mentor: someone they can go to who is more accessible than a director supervisor.

6

TOP 6 INTERN BEST PRACTICES

1

Meet your coworkers. Introduce yourself to everyone in the department and get a sense of what they do.

Manage your time wisely and keep track of each project you are assigned. When one project finishes, ask for another.

4

Be professional and mindful of how you present yourself to the workplace. Keep your attire and social media appropriate.

2

5

Keep your workspace organized and take notes during all meetings. Keep in mind that this internship could turn into a career in the future.

3

Set goals for yourself through the process of the internship and work with your supervisor to accomplish these.

Watch and seek guidance from your mentors. If possible, try to sit in on meetings or shadow a coworker to get a sense of the business.

6

WHAT ABOUT WAGES AND COLLEGE CREDIT?



WAGES

Employers have the discretion to determine an intern's salary, often based on their level of education and the nature of their responsibilities.

CREDIT

Students have the opportunity to seek both for-credit and non-credit internships. If a student is seeking an internship for class credit, it is recommended that their compensation for the internship period is at least equal to their cost for completing the course.



POSTING INTERNSHIPS

- Position titles need to include “INTERNSHIP” and be in Jonesboro or Craighead County.
- Postings from your company board are updated to our portal every 24 hours.
- Postings can also be manually updated by contacting slamm@jonesborounlimited.com

POSTING CHECKLIST

Company
Overview

Dynamic
Internship
Description

Compensation
Information

Special
Skills/
Credentials
Required

Project-
Based or
Credit
Internship

Daily
Schedule,
Internship
Length



**INCREASE YOUR TALENT PIPELINE
IN JONESBORO**



**ARKANSAS STATE
UNIVERSITY**



**JONESBORO
UNLIMITED**

**JONESBORO
REGIONAL
CHAMBER OF COMMERCE**

