

# **Mohican Education and Career Services Internship Program**

## **What is an internship?**

Through the Mohican Education and Career Services Internship Program, students are provided a paid opportunity to work for up to 200 hours per summer in their academic field or course of study. Internships are sponsored by Stockbridge-Munsee Community.

## **What are the advantages of internships?**

Stockbridge-Munsee Community supports practical work experience so students who pursue internships during their undergraduate years are better prepared to enter the job market after graduation. They have a wonderful opportunity to develop a clear idea of the kind of work they like or don't like. They gain skills in writing, speaking, working as members of a team, and possibly specialized skills in technical fields. More important, student interns become familiar with the real world of work, learn about government agencies, non-profit organizations and businesses, and they make contact and network with potential employers and professionals in their fields. Some recruiters believe that undertaking an internship during college is the smartest step a student can take toward a first job.

## **What are internships like?**

Interns are paid a weekly stipend at a rate of \$20.00 per hour, for up to a maximum of 200 hours worked per summer. Interns will need to work with their placement location to set a schedule of hours, but scheduling will be flexible to fit with the intern's school schedule as much as possible. Interns are not considered employees and therefore are not eligible for tribal employee benefits. Student interns are expected to comply with Stockbridge-Munsee Community's policies and regulations for the program, as well as applicable policies regulating the workplace. They should be prepared to accept direction and perform assigned duties willingly and professionally. Taking the initiative and looking for additional responsibilities will enrich an internship immensely.

## **How does the internship program work?**

After the internship application is approved by the Career Services Specialist, an inquiry for an intern placement in the student's area of study will be completed. The proposed placement must be within the Stockbridge-Munsee Community. When an appropriate placement is identified, an informal interview will be scheduled between the intern and the proposed workplace supervisor to answer questions and discuss expectations. After students receive an offer of placement, they will work in the designated workplace and submit a weekly activity report along with time sheets to the Education and Career Services Department to process stipend. Interns may be removed from their placements and/or from program participation if the Tribe no longer funds this program, they do not

have regular attendance, are disruptive in the workplace, or do not meet any other program standards.

**Who is eligible to participate?**

Stockbridge-Munsee enrolled members who are enrolled full-time in an accredited/certified institution are eligible to apply for an internship placement. The earliest a student may intern is after completing at least 12 credits with a minimum cumulative grade-point average of 2.0. All applicants must submit proof of Stockbridge-Munsee enrollment, proof they are enrolled in classes for the upcoming semester, and provide a grade report from the most recent completed semester.

**How to apply for internships**

Pick up an application form at the Mohican Education and Career Services Office (Konkapot Lodge) or online at [mohican.com](http://mohican.com). For more information, please call 715-793-4353 or 715-793-4100.

**When should students apply?**

The earliest a student may intern with Stockbridge-Munsee Community is after completing at least 12 credits.