An intern allows your organization to take advantage of short-term support, without making a commitment to a new full-time employee. The additional capacity of an intern can help your employees be more productive by preventing them from becoming overburdened by side projects and allow them to focus on tasks where expertise is required.

**INTERNSHIP DESCRIPTION:**
“An internship is a form of experiential learning that integrates knowledge and theory learned in the classroom with practical application and skills development in a professional setting. Internships give students the opportunity to gain valuable applied experience and make connections in professional fields they are considering for career paths and give employers the opportunity to guide and evaluate talent.”
National Association of Colleges and Employers (NACE)

**PAID OR UNPAID:**
Typically, employers will experience a greater response to an internship posting that includes monetary compensation. Interns are typically compensated in the following ways: hourly wage at or above minimum wage, a project stipend or monthly stipends. (Note: The issue of pay is dictated by the Fair Labor Standards Act which provides guidance regarding whether interns should be paid the minimum wage.)

**BENEFITS OF HIRING AN INTERN:**
- Tap young, creative talent with the latest skills.
- Get to know the next generation of employees and customers.
- Observe and train potential future employees.
- Bring a fresh perspective to your business.
- Add staff to undertake special projects or short-term assignments.
- Establish a link between your organization and the school.

**TO GET STARTED:**
- Determine need, job responsibilities, length, pay, training and supervision.
- Prepare a job description.
- Contact BSU Career Services to help you promote your position.
- Post the position in BSUCareers.

Don’t wait any longer.
Contact Career Services today.

BENEFITS of hiring an intern

CAREER SERVICES
Bemidji State University
Career Services
1500 Birchmont Drive NE
Bemidji, MN 56601-2699
(218)755-2038
career@bemidjistate.edu
www.bemidjistate.edu/students/services/career/
HOW TO have an edge in the job market

Students who have completed internships obtain employment more quickly following graduation and on average earn over $10,000 more per year than those who don’t complete an internship. Many employers prefer or require applicants who have relevant work experience, and in many competitive job markets it is essential to set you apart from other applicants.

**BENEFITS OF HAVING AN INTERNSHIP:**
- Gain valuable experience in the professional world.
- Build your resume and expand your professional network.
- Learn from people who are established in their profession.
- “Test drive” a potential career.
- Learn about the latest technology and trends in your field.
- Gain an edge over others who have no experience.
- Develop confidence as a professional.
- Compete for a higher salary.
- 73% of employers surveyed stated their preference to hire applicants with relevant work experience.

**NETWORKING OPPORTUNITIES:**
An internship allows you to meet people who may help you land a job later on or just be the contact you need in an industry you’re trying to break into. Internship contacts can also become valuable professional references.

**HOW TO FIND AN EMPLOYER:**
Students should network through:
- Career and job fairs.
- Company’s internship programs.
- On-campus interviews.
- Current employees willing to refer you to their employers.
- Faculty with contacts in your field.

**APPLY CLASSROOM KNOWLEDGE:**
An internship can give you the chance to use the skills you’ve learned in the classroom in a real-world setting. It’s a chance to prove the worth of your qualifications and to show that you can perform in the role you’ve been assigned.

**CREDIT OR NON-CREDIT:**
Generally, credit-based and non-credit-based internships are considered as having equal value. If you are not in need of academic credit, and it is not required for your major, you may elect to do a non-credit internship as a skill-building experience.

**TO GET STARTED:**
- Stop in Career Services and have your resume critiqued.
- Upload your resume into BSUCareers.
- Work with your academic advisor to determine if you should register for internship credits.
- Search and apply for internship positions.
- Complete necessary Internship Agreement forms after you are hired.