# *STUDENT INTERNSHIP*

# *PROGRAM*

**Undergraduate/Masters student internship opportunity template**

***(host organisation to complete highlighted sections and send to “educationandtraining@onebasin.com.au”)***

***(Sections highlighted in green are essential)***

|  |  |
| --- | --- |
| ***Name of Internship:***  | … internship  |
| ***Internship ID:*** | **24-..** [to be completed by CRC] |
| ***Date posted:***  | [to be completed by CRC] | ***Application due date:***  | [if relevant] |
| ***Internship description:*** | *[One sentence summary]* [More detailed description of likely activities and benefits for the student *– 50 words max*] |
| **Type of internship\*:** | [ ]  Research [ ]  Practical workplace [ ]  Short-term project |
| **Preferred academic courses / disciplines:** | [enter as many as possible as this will determine how to promote the opportunity]  |
| **Type of degree program:** | [ ]  Undergraduate [ ]  Honours [ ]  Masters |
| **Preferred period of internship:** | [eg. Summer university break (November-March). If required, the internship can extend into the first semester.] |
| **Full-time, part-time, hours per week:** | [eg. Full-time preferred; part-time possible.]  |
| **Location of internship:** | ……….… |
| **Stipend or financial support:** | [eg. Unlikely, but can be discussed based on location] |
| **Will any aspect be completed off-site/ remotely from the internship location?** | ……….… |
| **Technical skills and capabilities preferred:** | [what technical skills & capabilities would you ideally like the intern to have?]  |
| **Employability skills and capabilities preferred:** | [what other characteristics would increase the chances of a successful internship?]  |
| **General requirements:** | [eg. Police check. Driver’s licence essential. A vehicle to travel to the internship location would be advantageous.]  |
| **Specific OH&S requirements:** | [eg. Will involve manual labour] |
| **Name of CRC industry partner:** | ……….… |
| **Description of Organisation:**  | [brief description for website so that prospective students understand what your organisation does - *100 words max*] |

**\* Types of internship:**

* **Research internship**: conducting research-related tasks for organisations and/or researchers internal or external to the University. Tasks vary but may include study design, participant recruitment, data collection and analysis and reporting findings. Depending on the research, it may be completed face-to-face or remotely/externally; students may complete a minimum number of hours/days depending on the course, could be from several weeks to months.
* **Practical workplace internship**: undertaking hand-on tasks that enable development of employability skills and application of degree knowledge in a not-for-profit, university, government, non-government organisation or industry. The internship is likely to be face-to-face, but depending on the nature of the tasks and the student’s study area, there may be scope for some remote/external work; students complete a minimum number of hours/days depending on the course, could be from several weeks to months.
* **Short-term project**: where interns complete a set project that has agreed desired outcomes and deliverables. Depending on the project, it may be completed face-to-face or virtually/remotely/externally; students complete a minimum number of hours/days depending on the course, could e.g. be a 100 hrs.)