



November BreakFACTS

Nonprofit Internships: Creating, Recruiting and Managing

Facilitated by: Heather Heerman

Director for the Office of Career Services at Stonehill College

The popularity of internships among organizations and college students has steadily increased over the past decade, but what is an internship and how are interns integrated into the workplace?

The following presentation is offered as a way for organizations to get started in the process of providing a successful internship experience, as well as to enhance an already existing program.

This workshop will address:

- ◆ Designing a successful internship program
- ◆ Creating and marketing the available positions
- ◆ Recruiting quality interns
- ◆ Managing and evaluating interns
- ◆ Benefits and legal issues

Date:

November 19, 2013

Time:

8:30am Coffee & Registration
9am—12pm Workshop

Cost:

\$25/person, includes breakfast

Location:

Brocktonian Room
16 Belmont Street
Easton, MA 02357

REGISTER HERE!

About the Facilitator



Heather Heerman

Director for the Office of Career Services at Stonehill College

Heather Heerman started in the field of career services in 2001. She began as the Internship Coordinator at Stonehill College in Easton, Massachusetts and for the past 8 years has served as Director for the Office of Career Services at Stonehill. Currently, she oversees an office of 7 career services professionals who assist students with career development, manage a variety of domestic Internship programs, implement a successful on-campus recruiting program, and perform post-graduate service advising. She is a member of the National and Eastern Association of Colleges and Employers (NACE) and (EACE).

For more information, call 508-565-1856 or email infononprofit@stonehill.edu.