



Girl Scouts®

Girl Scouts of West Central Florida

Internship Program



www.gswcf.org

purpose

Girl Scouts of West Central Florida's Internship Program is an opportunity to assist college students in complimenting their formal education with career-related experience by completing a one-time, curriculum-related unpaid work assignment. The purpose of the program is to provide a supervised work experience for students to build their expertise and proficiency, while they tailor their education to best meet a realistic career path. Interns may be utilized in short-term assignments, peak periods of work, or assisting on project teams.

benefits

- Allows students to develop personal contacts, which may lead to job placement opportunities.
- Builds self-confidence, leadership and good communication skills by exposing students to hands-on experience related to their degree program.
- Gives students the chance to form a realistic perspective of the working world.
- Provides marketable work experience.
- Students can offer new and objective viewpoints to stimulate creative problem-solving.
- Assists the council in completing special projects.
- Offers the council a more cost-effective means to a highly motivated, diverse and skilled labor pool.



guidelines

The GSWCF Internship Program requires commitment from all parties involved. The student, faculty coordinator and supervisor all assume certain responsibilities to ensure completion of assignments, academic soundness of the experience and projects are consistent with the academic program's objectives. The internship agreement of responsibilities is listed on the Student Application. Internships are generally reserved for upper-division students, completed for academic credit, and one semester or summer in duration. At the end of the internship period, both the student and supervisor will be asked to evaluate the internship experience and performance of the other.

opportunity areas

- Administrative
- Finance/Accounting
- Information technology
- Program development
- Property management
- Sales and merchandising
- Adult education
- Fund development
- Membership marketing
- Product sales
- Public relations
- Volunteer relations/management



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request an intern
become an intern

Students can select and obtain an internship through their own initiative, through the academic department, or in response to the council's internship listings online: www.gswcf.org/about-us/careers.aspx

Students must submit a cover letter, resume, transcripts, three letters of reference and a GSWCF Internship Program – Student Application. Applications and Student Letter of Reference forms can be obtained by contacting our Human Resources Department.

Supervisors must complete a GSWCF Internship Program – Intern Request Form, which is available from the Human Resources Department or the council's intranet site. The request contains a questionnaire where supervisors can provide details about the internship job requirements, along with responsibilities the supervisor must commit to.

Human Resources will search for potential interns from academic institutions or existing pool of candidates. The process will include screening, interviewing, and selection by Human Resources and/or the supervisor.

The purpose of this process is to ensure that the internship experience will be a combination of practical, hands-on participation coupled with a focused educational goal that compliments the student's professional aspirations and program requirements.



information

For additional information on the GSWCF Internship Program or to obtain forms, please contact our human resources department:

Tampa Service Center
5002 W. Lemon St.
P.O. Box 18066
Tampa, FL 33679-8066
(813) 281-4475 • 800-881-4475
extension 1781 or 1805
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