



Internship Program Overview

The purpose of this internship is for motivated deaf individuals to gain and develop professional skills through hands-on experiences. The National Deaf Center for Postsecondary Outcomes (NDC) will manage the application process. The mentor who will supervise the intern will offer feedback to ensure that the selected applicant is a good fit for the program.

Criteria

- Deaf, deafblind, deafdisabled, hard of hearing, late-deafened, and any other identity related to hearing loss (deaf individuals with multiple identities strongly encouraged to apply)
- Ages 18–28
- Willing to pursue professional development opportunities with the community lead
- Does NOT need to be in college but strongly encouraged to be in some type of educational training or in preparation for postsecondary education

Mentoring Period

- Intern responsibilities
 - Complete assigned tasks related to NDC and the mentor's workplace
 - Meet with the mentor at least every other week
 - Provide feedback to NDC on materials under development
 - Help plan local events, if applicable
 - Attend a professional development workshop or conference
 - Draft a summative report with the mentor
- Mentor responsibilities
 - Assign tasks to the intern
 - Meet with the intern at least every other week
 - Attend a professional development workshop or conference with the intern
 - Draft a summative report with the intern

End of Mentoring Period

- Mentor and intern complete a summative report together, sharing the following:
 - Experiences, lessons, and thoughts
 - Professional development opportunities
- Possible spotlight with NDC media team
- Intern awarded a certificate of completion
- Intern is given a small stipend (up to \$500) after a successful completion of intern period

Expectations

How will I benefit from the experience?

- You will be assigned tasks and projects related to the overall efforts of NDC and the organization you intern with. As a whole, your experience should be beneficial in several ways, including gaining new skills, increasing autonomy, and developing professional networks.
- You will complete challenging, but realistic, tasks and develop professional competencies needed for your future job search and career success. You will be given clear instructions with deadlines and support to assist in completing these tasks.
- You will work with the community lead, your mentor, who will be in charge of your day-to-day tasks. You and your mentor can request financial support to attend a professional development opportunity together to learn and apply career skills.

How much time will I invest in this internship?

- Each internship will last 7 to 9 weeks, and in some cases, interns may reapply for a second internship. Each intern may participate in a maximum of two internships.
- Each intern will have his or her own schedule; tasks will be set at the beginning of the internship. This commitment may be between 9 and 12 hours per week. Your tasks may include activities such as event planning, office duties, and other duties that best fit everyone involved.
- NDC strongly encourages interns to co-write with their mentor about their experiences with the internship or any topic of their choice. This report can be done in English or American Sign Language.
- At the end of the internship, a certification of completion will be awarded.

What intern qualities are important to NDC?

- Motivation, flexibility, creativity, transparency, and a willingness to try new things!