2021 Intern Program FAQ

Q: HOW IS THIS YEAR'S PROGRAM DIFFERENT FROM PAST YEARS?

A: In the wake of the COVID-19 pandemic, it is of primary importance to Jenzabar to continue to support the success and opportunities of students at our client schools. Although JAM 2021 will take place online, we believe that the internship program this year can still have a large impact on the lives of your students. The addition of the opportunity for interns to be awarded bonus prize funds in exchange for a stellar post-internship project summary brings a competitive and creative element to our program!

Q: DO INTERNS GET PAID FOR THEIR INTERNSHIP? IF SO, HOW MUCH?

A: Yes! You choose the hours and wage based on what works best for you and your student. Jenzabar will award your institution with a grant of $2,500 to compensate your intern for their work this summer. Then, your intern will be eligible to be awarded an additional award based on the internship project summary that they submit at the end of their internship, based on their project track: 1st place: $2,500, 2nd place: $1,500, 3rd place: $1,000.

Q: WHAT KIND OF PROJECTS CAN INTERNS WORK ON?

Jenzabar interns can work on a variety of projects on campus including IT/Product Development, Sales/Business Development, Administration, HR, Marketing/Social Media, Finance, Customer Success. Interns must work with Jenabar Software in some way and select a correlating project track when nominated.

Q: WHO IS ELIGIBLE FOR THIS OPPORTUNITY? HOW MANY STUDENTS WILL BE ACCEPTED INTO THE PROGRAM?

A: The entire Jenzabar client base is notified when nominations open up, nominations of interns are exclusive to client schools only. The maximum amount of interns we accept is 50.

Follow us on Instagram and Twitter **@Jenza_Community** and LinkedIn at **Jenzabar Community** for additional intern updates and info

For additional information contact Anna.Kinzel@jenzabar.com

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Q: WHAT DOES THE INTERNSHIP SCHEDULE LOOK LIKE FOR INTERNS? WHO DETERMINES THEIR WORK SCHEDULE?

A: As long as a student is working with Jenzabar software, the internship infrastructure is at the discretion of the institution. You decide what works best for your student. Additionally, as mentioned above, each intern will be eligible to submit a project summary to Jenzabar at the end of their internship for the opportunity to receive an additional award.

Q: WHAT IS EXPECTED OF MY INSTITUTION? WEEKLY REPORTS OR GRADING?

A: Students will work on campus with their supervisor and will have access to additional assistance from Jenzabar specialists after their training sessions. Once their internship is complete, students/ supervisors will submit a report of their progress, activity, and projects on campus.

Q: WHAT DO WE NEED TO DO IN ORDER TO PREPARE FOR JAM?

A: You and your student must decide on the project that will be accomplished over the summer and what project track they are interested in training with at Jenzabar. Each intern must complete a one-hour Jenzabar 101 training and training specific to their project track. Additionally, online JAM sessions will be available to interns.

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Internship Program

Who We Are and What We Do

Our Internship Program is funded by the Jenzabar Community Foundation, which aims to give back to our community, client schools, and their students. Giving freedom to both the institution and student, we let the school choose their student intern and desired project while providing a student with a paid summer internship. Changes to the intern program now give interns additional training opportunities, access to Jenzabar supervision and support, and the chance to win an additional award after completing their internship.

Their acceptance into the Internship Program includes access to JAM and a grant to provide wages to the student for the work they complete during their internship on campus. Internship workload, start date, hours, and duration of internship are left up to the student and institution to decide.

JAM is our annual conference with events and sessions presented by Jenzabar solutions experts, partners, and client institutions. Interns will attend sessions relevant to their project and specific software to prepare them for the internship ahead of them.

What Comes Next

Faculty members will submit a student through our nomination form.

Once nominations are finalized, selected interns and their nominator will be notified via email and must confirm their acceptance in the Summer Internship Program. Once we receive confirmation that the student has accepted the internship opportunity, they will receive regular communications from an internship program coordinator.

Next, students will attend JAM Online, two Jenzabar 101 training sessions, and begin their internship on campus. Students will receive their grants during this time. Once the intern has completed their project on campus, they must submit a 2-3 page/PP slide report summarizing their progress, activity, and intern project to their Jenzabar track department. Each department will then select the top 3 project submissions and award them with a 1st, 2nd, or 3rd place prize.

1st Place prize is $2,500; 2nd Place prize is $1,500; 3rd Place prize is $1,000

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