

Science and Technology Internship Programme



Could your organisation benefit from a summer internship with one of our science and technology students during July-September 2016? Businesses across all sectors are invited to explore the talent of science and technology students and recent graduates in the form of a paid internship.

Access Expertise

Internships are sought for students studying:

- Chemistry
- Computing and communications
- Cyber-security
- Engineering
- Environmental science
- Maths and statistics
- Physics
- Psychology

Internship Project Examples

- Psychology of advertising intern provided recommendations of marketing language to increase the business' client base
- Engineering student worked with a major public services contracting company on reducing failure rates of jet hoses
- Computer science student developed a new tool to help promote his host company.

Transferable Skills

In addition to their subject specific knowledge, academic study teaches our students:

- Team work
- Problem solving
- Analysis and critical reflection
- Negotiation and influence
- Oral and written communications
- Networking

Cost

Internships cost £1,200+VAT per month and this money is paid to the student as a wage. There are also part-funded internships available, including a scheme sponsored by Santander which provides a £1,500 subsidy for an 11 week internship.

Benefits

- Trial a potential student or graduate employee
- Access a broad mix of expertise
- Gain up-to-date skills and knowledge
- Address a skill or resource shortage
- Save valuable staff time with a low cost resource
- Give a student valuable industry experience
- Trial a new role or research a new idea
- Part-funded two month internships available

Contact Pam Pickles, Student Employability Manager
E: p.pickles@lancaster.ac.uk T: 01524 510193

www.lancs.ac.uk/sci-tech/internships

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The process and how to get involved

1. Register your interest with Student Employability Manager Pam Pickles.
2. Pam will send you a Job Description template for your internship which you will need to complete and return to her.
3. Pam will then work with you to ensure the internship you wish to fill is suitable for our students or recent graduates. Please note that the intern you recruit must be from Lancaster University in order to be eligible for the internship. Pam will also advise you of any funding options available for your internship.
4. Once your position is approved by Lancaster University, we will advertise your internship. All internships should be ready to advertise by the end of January 2016.
5. Pam will invite you to attend one of our targeted careers events to promote your internship and speak with potential applicants. The dates of these events are to be confirmed.
6. The closing date for applications to your internship will be the last day of the spring term, Friday 18th March 2016. After this time, you will be invited to shortlist applications. Interviews can be scheduled from the start of the summer term on Monday 18th April 2016. Pam can assist with the interview process should you require it, including arranging interviews on campus.
7. When you have selected your intern, Pam will liaise with the student / graduate regarding the offer, coordinate the rest of the offer process and provide an induction for your intern. Lancaster University will pay the intern £6.70 per hour plus holiday pay, paid upon submission of a weekly electronic timesheet. You can increase this rate of pay if you wish (to be discussed prior to appointment). You will be invoiced for your share of any costs, if applicable.
8. You will be required to monitor the progress and part-way through the internship Lancaster University will request feedback to ensure everything is going as planned from both your perspective and that of the student.
9. At the end of the internship you and the intern will be asked to complete an evaluation form and a short report on your experiences. Selected organisations may also be asked to take part in case studies for mutual promotion.

Feedback from businesses:

"Sally produced a first class piece of work for us, presented very well, clear and concise. She has been a delight to have in the office,"
Euan Hall, Chief Executive of The Land Restoration Trust Services Limited

"The internship scheme was a catalyst that started to transform the business from a one man band to growing business that is currently looking to recruit more talent,"

Alvin Blewitt, Managing Director, Next World Web Limited.

"I would have no hesitation recommending this path to any other businesses looking to find suitable candidates for their businesses,"
Jonathan Crawford, Managing Director, Simplifi-Solutions Limited.

"We benefited by the creation of two new products. We found the internship programme very useful and the support offered through the process very helpful." Owen Mullen, Director, Intelligent Turf Limited.

"We have had several Lancaster students do great project work for us over the last few years. ICT student Josh helped our business by increasing the functionality of our order tracking system, enabling us to offer a better service to our customers,"

Mark Woodward, Managing Director, The Printed Cup Company Limited.