Other Internships

Variety of Agencies and Tasks
  Financial agencies
  Real Estate Agencies
  Churches
  Non-profit organizations that can provide a wide variety of opportunities

New Agencies Added to End of List
  October 23, 2015
UNIVERSITY OF NORTH CAROLINA WILMINGTON

REQUEST FOR APPROVAL OF AGENCY
FOR PLACEMENT OF INTERNS

Agency Name  The Bair Foundation

Address  3133 Wrightsville Ave Wilmington NC 28403

Telephone  (910) 202-9337  Fax  (910) 769-4447

Email  abeatty@bair.org

Business, Services, or Responsibilities of Agency
The Bair Foundation Child and Family Ministries is a non-profit foster care program. The Wilmington location of Bair offers foster parent opportunities, foster-to-adopt opportunities, and a higher level program for children with moderate to severe behavioral issues most commonly linked to PTSD symptoms. The agency has an Intake Department that is responsible for community relations, marketing events to recruit new foster parents, ongoing supportive events to current foster homes, and public relations with other local agencies including DSS and partner mental health agencies. The Bair Foundation is responsible for recruitment, training, licensure, and monitoring of all foster homes. Once a child is placed in the home, The Bair Foundation is also responsible for Case Management for children placed in the homes.

List Specific Opportunities or Experiences that will be Provided for the Intern
- Opportunity to be immersed in a non-profit setting in which communication and marketing is key for program stability and growth.
- Interns will be partnered with Recruiters to assist in planning marketing events and development of marketing materials. (Tracking information and strategic planning)
- Interns will be given the opportunity to receive training on qualifications of foster parents and the ability to conduct pre-screening interviews. (Pitching)
- Interns will be given opportunities to plan foster parent community events and fundraising. Training will be provided on agency policy and procedures for fundraisers. including required audit requirements. (Public Relations)
- Interns will be given the opportunity- if appropriate- to engage in public speaking events.
This is a unique opportunity to learn about marketing and development from a non-profit perspective. Also important, The Bair Foundation is a Christian agency that will offer an opportunity for a candidate interested in working in a faith-based environment.

List the Names of Agency Individuals Who May Serve as Internship Supervisors
Attach Credentials (current resume or corporate bio including education) for each individual listed.

Adrienne Beatty MS, LPC; Director of Social Services
Rob Moser MS, LPC; Program Supervisor

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Signature, Dept. Chair  
Signature, Dean  
Approval Date 8-17-15  Expiration Date 8-17-2020  Not Approved
UNIVERSITY OF NORTH CAROLINA WILMINGTON

REQUEST FOR APPROVAL OF AGENCY
FOR PLACEMENT OF INTERNS

Agency Name Cape Fear HealthNet, Inc.

Address 1601 Doctors Circle
Wilmington, NC 28401

Telephone (910) 399-2751 Fax (910) 399-2756

Email Christine.mcnamee@cfhn.org

Business, Services, or Responsibilities of Agency

Cape Fear HealthNet (CFHN) is a 501 (c) non-profit organization representing a collaboration of health care safety net organizations in Brunswick, Columbus, New Hanover and Pender counties. CFHN’s mission is to create a coordinated system of healthcare for the poor and uninsured in the counties served, and to increase the capacity of health care safety net providers by ensuring that low-income residents have access to a medical home, receive preventive services and avoid unnecessary health complications. We have five core goals which have guided our work from our inception: 1) expand the safety net to provide medical homes for primary care, 2) create a centralized system that standardizes eligibility, redistributes patients throughout the safety net based on acuity and capacity and refers them for pro bono specialty care, 3) provide chronic disease case management, teaching patients to manage their symptoms and avoid hospitalization.

List Specific Opportunities or Experiences that will be Provided for the Intern

With the assistance of a supervisor, the Intern would: review and revise printed materials including brochures and flyers, create a presentation board for use at health fairs, develop and present a short talk on CFHN’s services and benefits to the community to employee and/or civic groups, create a comprehensive list of media contacts in the four county area, write public service announcements for distribution to area media outlets and update and improve the agency’s webpage and social media sites.

List the Names of Agency Individuals Who May Serve as Internship Supervisors

Attach Credentials (current resume or corporate bio including education) for each individual listed.

Supervisor
Christine McNamee, MPA, Executive Director, Cape Fear HealthNet

Eline Rhoades, MSW, LCSW-A, Manager of Programs and Grants, Cape Fear HealthNet

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Signature, Dept. Chair

Signature, Dean

Approval Date 5/10/15 Expiration Date 5/10/20 Not Approved
UNIVERSITY OF NORTH CAROLINA WILMINGTON

REQUEST FOR APPROVAL OF AGENCY
FOR PLACEMENT OF INTERNS

 Agency Name  Crossway Chapel of Wilmington
 Address  740 SOUTH COLLEGE RD STE B  
 Wilmington, NC 28403
 Telephone  910-616-9490 
 Fax
 Email  Tom@CrosswayWilmington.org

Business, Services, or Responsibilities of Agency
Crossway Chapel is a church seeking to communicate more effectively to the world around it the message of the gospel of Jesus, the core of Christian faith.

List Specific Opportunities or Experiences that will be Provided for the Intern
Mentored in strategizing and mobilizing.
Assisting with the Worship Arts team (social media and video production).
Collaborate on producing media based on scripture.
Assist on planning (events and summer mission trip).

List the Names of Agency Individuals Who May Serve as Internship Supervisors
Attach Credentials (current resume or corporate bio including education) for each individual listed.

Thomas Harcus - Doctor of Ministry from Bakke Graduate University 2005/ Bachelor of Science in Business Management from Purdue University 1983.
JR Jones - Associate of the Arts in Audio Production and Engineering from Full Sail University 1999.

Approval Date  4/25/19  Expiration Date  4/25/2019  Not Approved
UNIVERSITY OF NORTH CAROLINA WILMINGTON

REQUEST FOR APPROVAL OF AGENCY
FOR PLACEMENT OF INTERNS

Agency Name  Heather Perkins

Address  2006 S 16th Street
          Wilmington, NC 28401

Telephone  (252) 903-9810  Fax  (910) 763-3878

Email  hap0822@gmail.com

Business, Services, or Responsibilities of Agency
Speech Language-Pathologist working in a skilled nursing and rehab facility, Cypress Pointe Rehab. The SLP conducts evaluations and treatment sessions of the geriatric population with various diagnoses including dysphagia, aphasia, dementia, Alzheimer's disease, speech/language disorder, dysarthria, cognitive disorders, and CVA.

List Specific Opportunities or Experiences that will be Provided for the Intern

Observe speech/language and dysphagia evaluations.
Observe and participate (as appropriate) in all SLP treatment sessions while volunteering.
Participate in interdisciplinary staff meetings.
Assist in conducting therapy materials for patients/residents.
Research unknown diagnoses; and share with SLP and other staff members student's findings.
Observe objective swallow studies including FEES.
Complete HIPPA training.
Collaborate with nursing staff and other team members to determine different roles in facility.
Work with residents and patients of various ethnic and cultural differences.

List the Names of Agency Individuals Who May Serve as Internship Supervisors
Attach Credentials (current resume or corporate bio including education) for each individual listed.

Heather Perkins, MEd, CCC-SLP
Linzy Shoaf, MS, CCC-SLP

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Signature, Dept. Chair

Signature, Dean

Approval Date 5-4-15  Expiration Date 5-4-20  Not Approved
UNIVERSITY OF NORTH CAROLINA WILMINGTON

REQUEST FOR APPROVAL OF AGENCY FOR
PLACEMENT OF INTERNS

Agency Name: Premier Staffing Solutions
Address: 3806 D Park Ave. Wilmington, NC 28403
Telephone 910-793-1010  Fax: 910-793-1416
Email: msharpe@premierstaffnc.com

Business, Services, or Responsibilities of Agency

Premier Staffing Services is a full service staffing company providing, recruitment and placement of candidates for businesses looking for employees. Placement ranges from temporary to temp-to-hire to direct placement.

List Specific Opportunities or Experiences that will be Provided for the Intern

Intern will be mentored on how to interview a candidate, placement, scheduling and communication between our candidates and clients.
Intern will collaborate on staffing candidates for hospitality events.
Intern will assist with processing weekly payroll.
Intern will assist with answering phones, file and maintain Human Resources Files.

List the Names of Agency Individuals Who May Serve as Internship Supervisors

Attach Credentials (current resume or corporate bio including education) for each individual listed.

Mickie Sharpe  Marketing Manager
12 years at Premier Staffing Solutions
Graduated UNC Charlotte - 1978

Signature, Dept. Chair: 4/15/14
Signature, Dean: 4/12/14

Approval Date 4/12/14  Expiration Date 4/20/2017  Not Approved
UNIVERSITY OF NORTH CAROLINA WILMINGTON

REQUEST FOR APPROVAL OF AGENCY
FOR PLACEMENT OF INTERNS

Agency Name  The District Attorney's Office, State of North Carolina, 5th Prosecutorial District

Address  316 Princess Street, Suite 543
          Wilmington, NC 28401

Telephone  (910) 772-6938
Fax  (910) 772-6611

Email  christine.b.shuler@ncourts.org

Business, Services, or Responsibilities of Agency
The District Attorney's Office works directly with multiple law enforcement agencies to prosecute all criminal offenses on behalf of the State of North Carolina, within the 5th prosecutorial district, which includes New Hanover and Pender counties.

List Specific Opportunities or Experiences that will be Provided for the Intern
Working with their supervisor, interns are assigned to work district and superior court caseloads with tasks including but not limited to: case file organization; correspondences with victims and law enforcement; discovery dissemination; evidence review; and courtroom observation. The program also includes field trips to several partner organizations to encourage a broader understanding of our work, i.e., a polygraph demonstration with the New Hanover County Sheriff's Office, a tour of the Wilmington Police Department's crime lab, a Street Safe activity including driving tips and practice on a closed driving course, etc. Interns will learn multiple different software programs utilized by our office, as well as represent the office at the front desk, intaking discovery and communicating directly with the public and all parties to a case: the defendant, victim, witness, defense attorneys, and law enforcement.

List the Names of Agency Individuals Who May Serve as Internship Supervisors
Attach Credentials (current resume or corporate bio including education) for each individual listed.

Christine Shuler, VWLA and Undergraduate Internship Coordinator

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Approval Date 12-2-15  Expiration Date 12-2-20  Not Approved

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REQUEST FOR APPROVAL OF AGENCY
FOR PLACEMENT OF INTERNS

Agency Name  WECT Sales

Address  322 Shipyard Blvd.
Wilmington, NC 28412

Telephone (910) 386-5412  Fax (910) 791-9406

Email  estammetti@wect.com

Business, Services, or Responsibilities of Agency
Responsible for generating revenue by developing advertising solutions for businesses across all WECT and Raycom Media platforms.

List Specific Opportunities or Experiences that will be Provided for the Intern
Intern will work with Sales Managers and Account Executives to understand the complete selling cycle:
- prospecting new clients
- initial meeting (CNA)
- working with sales support (research and sales project coordinators) to prepare sales presentations to meet the clients needs
- meeting with clients to close the sale
- working within the station to execute the sale (commercial production, digital ad production and input, order input, billing processes)
- client follow-up to affirm retention and long-term relationship

List the Names of Agency Individuals Who May Serve as Internship Supervisors
Attach Credentials (current resume or corporate bio including education) for each individual listed.

Eileen Stammetti, Local Sales Manager
Shannon Willingham, Digital Sales Manager

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Approval Date 4-21-16  Expiration Date 4-21-21  Not Approved

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UNIVERSITY OF NORTH CAROLINA WILMINGTON

REQUEST FOR APPROVAL OF AGENCY FOR PLACEMENT OF INTERNS

Agency Name: City of Wilmington, Human Resources Department

Address: 305 Chestnut Street, 1st Floor, Wilmington NC 28402-1810

Telephone: (901) 254-0905

Fax: 

Email: scott.rosthauser@wilmington nc.gov

Business, Services, or Responsibilities of Agency: Human Resources

List Specific Opportunities or Experiences that will be Provided for the Intern:

Develop communication materials for the following areas: training, recruiting, employee relations, and benefits. Examples of projects include assisting in development of annual Online Training Catalog, update Electronic Employee Handbook, communication regarding Wellness programs and changes in benefit design, assisting in development for content for Human Resources Intranet site, coordinate communication plan for all departments regarding Exit Interview data and trends.

List the Names of Agency Individuals Who May Serve as Internship Supervisors:

Scott Rosthauser, SPHR, SCP, MC
Senior Human Resource Analyst, Employee Relations and Training

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Approval Date: 12-13-16 Expiration Date: 12-13-21 Not Approved

DEC 12 2016

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UNIVERSITY OF NORTH CAROLINA WILMINGTON

REQUEST FOR APPROVAL OF AGENCY
FOR PLACEMENT OF INTERNS

Agency Name  Bar Systems LLC.

Address  1844 Sir Tyler Dr., Wilmington, NC 28405

Telephone (844) 622-2244  Fax

Email  brandon@barmembership.com

Business, Services, or Responsibilities of Agency
Bar Systems LLC, is a Wilmington, North Carolina start-up technology firm. With its main product, BarMembership, the company provides the first completely paperless, Web and App based legal compliance platform for North Carolina Private Membership Clubs that is approved by the North Carolina Alcohol Beverage Control Commission and Alcohol Law Enforcement agency.

List Specific Opportunities or Experiences that will be Provided for the Intern
See Attached.

List the Names of Agency Individuals Who May Serve as Internship Supervisors
Attach Credentials (current resume or corporate bio including education) for each individual listed.
Brandon Noel

Approval Date 8-17-17  Expiration Date 8-17-22  Not Approved

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Agency Application - Appendix A

List Specific Opportunities or Experiences that will be Provided for the Intern

Working directly with a supervisor, interns will have the opportunity to experience a vast array of communication techniques to include but not limited to:
- internal and external corporate communication,
- integrated marketing communications,
- political affairs,
- Web and App based communication, as well as
- video communication development and dissemination.

Development
Each intern will have an individualized development plan created based on their past course work and future career goals/interests. Each student’s intern experiences will be geared to meet the needs of their personal growth plans.

We like to operate on a 50/50 bases; whereas 50% of the time is spent developing the student in their targeted growth areas and the other 50% is spent with them actually doing the work that will give them the experience necessary for post graduation.

While not all of the following will pertain to each intern, they will have the opportunity to experience or be exposed to:

Media Relations
- Research timely topics and develop an editorial calendar for print publication storylines that help promote client and corporate visibility.
- Develop targeted media lists in relation with topic specific storylines.

Pitching
- Will be trained on how to develop actual pitches
- Watch experienced media relations professionals pitch print publication editors to promote desired story idea.
- The intern will then be given dozens of opportunities to pitch actual publication editors on story ideas.

Press Releases, Media Advisories, Photo Releases
- Interns will be provided a portfolio of real-world examples of each that were used to promote BarMembership and other external clients.
- They will see published results as well as examples of ones that were not successful in getting placed and taught why some are and are not successfully published.
- Interns will write and submit their own releases and advisories.
• Some interns will get actual by-line credit in major newspaper publications.

**Digital Communication**  
Interns will
• Work with multiple Content Management Systems for Ecommerce, marketing sites, as well and tradition Web sites.
• Learn about Human Computer Interaction as well as the ethical use of digital persuasion techniques.
• Write and develop copy that will be published on thousands of live Web sites.
• Develop analytical reports and provide client facing verbal analysis findings and recommendations (working closely with their supervisor).

**Corporate Communication**  
Review and analyze North Carolina Alcohol Beverage Control Commission legal meeting briefings, develop and write monthly compliance reports, and then write email-based communications to share the information with dozens/hundreds of client.

Inters will have the opportunity to participate in the writing and development of a Corporate Social Responsibility program for the company. Currently we are moving toward supporting US military veteran related 501 (c) (3) nonprofits.

**Social Media**  
Participate in the:
• Writing and development of a corporate social media guidelines document.
• Development of a corporate social media strategy.
• Building of a corporate social media identity for business purposes.
• Under close supervision, write and communicate via corporate social media channels through a social media management platform.

**Marketing Communications**  
• Write and develop target based marketing material in traditional and digital formats.
  o Brochures, flyers, letters, newspaper ads, radio and video scripts, Website and social media content to promote business initiatives.
  o Sales based letters targeting new businesses and establishments fined for membership violations.

**Political**  
Liaison with and or develop out briefing material for state congressional representatives as it relates to the administrative ruling that govern the membership regulations for North Carolina Private Membership Clubs.