



Smith
SCHOOL OF BUSINESS

Queen's
University



FACULTY OF
**Engineering and
Applied Science**

Master of Management Innovation & Entrepreneurship

(MMIE) - Project Based Opportunity About Your Organization

Organization Name	
Describe your Organization	
Web Address	
Contact Person	
Phone	
Email	

Type of Business (check the boxes that most closely describes your organization):

Gov't		Profit		Not For Profit		NGO		Startup (Early)		Startup (Growth)	
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What Sector | Industry is your organization in?

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If you are a Startup, please complete the relevant boxes

Pre-Rev		Post-Rev		# of Employees *	
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*including founder or co-founders

How many interns are you willing to 'place' with your organization?

# of Interns	
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How many months are you willing to take intern(s) for? Please choose your primary preference.

4 months		6 months		8 months	
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Contract Agreement and Options

Interns will enter in to a contract with the organization and be governed by your regular policy and procedures. What option would you like to discuss with the student?

Volunteer/Unpaid (up to 20 hours/wk)		Blended (split volunteer and paid)		Paid Internship (max 35 hours) *	
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*international students are only eligible to work up to 20 hours/week paid due to visa restrictions

Function | Roles

We want the students to have an immersive experience in your organization so they can apply the knowledge and skills they have gained in the classroom. We encourage you to 'place' the student in a role that will benefit both parties most through a combination of experiential learning and project based work.

	Function	Role	Core Competencies Req'd
Student One			
Student Two *			
Student Three *			

*if applicable

Mentor | Advisor

No one learns in a vacuum. In collaboration with you, we want to create a meaningful experience, one that allows the student to soak up the wisdom of others. Through assigning a mentor from your organization, this person will establish goals, provide feedback and review the students' performance and become the conduit back to Smith School of Business.

	Assigned Mentor	Email	Phone
Student One			
Student Two *			
Student Three *			

*if applicable

Outcome

Please provide some of the core objectives you wish to achieve through the interns.

Objective One	
Objective Two	
Objective Three	

Preferred Screening Method

Please let us know how you would like the candidate to express their interest (e.g. resume, cover letter, short 250 essay)

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Final Comments

Please provide any additional information that will help us assign an intern(s) to your organization