Notes:

• Ensure ‘Job Type’ field is set to “WIL Digital Subsidy”

Job Description template:

Preamble for ICTC WIL DIGITAL PROGRAM OVERVIEW:

The WIL Digital Subsidy program is provided through the Smith-ICTC partnership for employers with full-time or part-time internship opportunities involving technology or digital transformation.

Funding of up to $5,000 is available for each internship. Up to $7,000 in funding is available if the student falls within one of the following under-represented groups: Women in STEM (Science, Technology, Engineering and Mathematics), Indigenous students, recent immigrants, students with disabilities, and first-year students.

Funding is available on a first-come, first-served basis, and Smith cannot guarantee that funding will be approved by ICTC if you are selected as the successful applicant.

Students must meet the following criteria to be eligible for the program:

• Must be enrolled in a program at a Canadian accredited post-secondary institution during the work placement period and have domestic status.
• All disciplines of study, including business, are eligible. [Detailed application criteria.]

For more information about the program, please refer to: [https://smith.queensu.ca/about/partners/wil-digital.php](https://smith.queensu.ca/about/partners/wil-digital.php)

Job Description:

The firm - Description of your firm (1 paragraph):

Add some key details about what your firm does, who its clients are, a link to your careers site, etc.

Internship overview – Details of the type of work the intern will complete (1-2 paragraphs):

Describe the project you wish the intern to lead while working with your firm. This makes it easier for the students to determine if their experience and interests align with the opportunity.

Commitment – Part time or Full Time:

Please be clear on if this is a part-time or full-time internship opportunity. As many of our students will be in class full-time or on evenings and weekends, not every student will be able to work normal business hours to complete the project. If it is a full-time internship opportunity, please specify this in the job description.
Skills and Experience - Key skills and experience needed by the ideal applicant:

*List the key skills and experience needed by the successful candidate. Additionally, add the academic target audience you are hoping to secure as an intern for your organization (i.e. undergraduate, graduate, PhD, etc.)*