

# Supporting and Integrating Basic Needs Programs using the **Student Internship Model**



Center for  
Healthy Communities

CALIFORNIA STATE UNIVERSITY, CHICO



# Agenda

- Outcomes/Small Group Activity
- Internship Tools & Process
- Example: CFO Internship
- Developing Internship Objectives
- Working with Faculty
- Work Plan & Wrap Up



# Outcomes

Enhance understanding of:

- the value of internships for provision of basic needs programs
- how to start and sustain internship programs
- faculty role and importance of internship units
- ways to address barriers and roadblocks



# Small Group Activity



# Value of an Internship Program

- Experiential learning
- Pre-professional experience
- Cost-effective
- Integration
- Sustainable
- Peer mentoring



# WHY and HOW we do it

- [Video](#)
- CHC structure & history



# Intern Process

1. Promote your OPPORTUNITY!!!
2. Applications and intern selection
3. Create intern objectives
4. Track intern hours
5. Wrap Up, Evaluation, Feedback



# I. Promote your Opportunity

Recruit, recruit, recruit!

- Campus Announcements
- Flyers on campus (example)
- Website ([example](#))
- Connect with multiple departments



# 2. Application & Intern Selection

- Application form & requirements (Example)
- Selecting interns



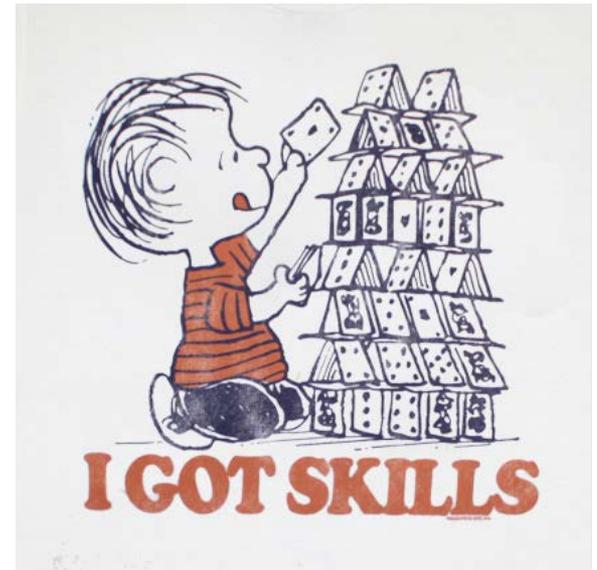
# 3. Create Intern Objectives

- Customize for the major & role
- Check-ins and performance reviews (Example)



# 4. Track Intern Hours

- Track hours & activities  
(Example log)
- Weekly emails, meetings,  
or 1 on 1 check-ins



# 5. Wrap-up & Evaluation

- Reflect on objectives
- Performance evaluation
- Activity Log
- Survey (example)
  - Anonymous student survey via Survey Monkey  
<https://www.surveymonkey.com/r/82MKHXD>



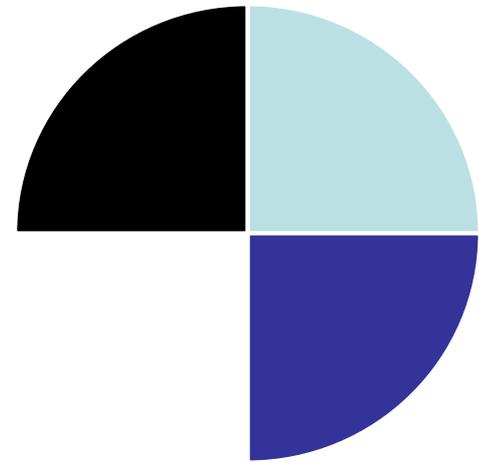
# Important Things to Remember

- Start small
- Create a realistic timeline
- Adopt and modify what is already available



# Example: CFO Internship

- Orientation, Training, Mentoring, Meetings
- Training Folders
- Training Checklists
- Job Description
- Objectives



■ Orientation ■ Training ■ Mentoring ■ Meetings





# Developing Intern Objectives

- Example objectives
- Let's practice...



# Working with Faculty

- Identify majors with required internships
- Develop new internship courses
- Assigning units
- Other questions?



# Outcomes Reflection

Enhance understanding of:

- the value of internships for provision of basic needs programs
- how to start and sustain internship programs
- faculty role and importance of internship units
- ways to address barriers and roadblocks



# Work Plan Activity

Examples:

1. Developing Internship Units
2. Establishing peer to peer training program
3. Establishing an internship recruitment plan



# Contact Us

- Stephanie Bianco: [sbianco@csuchico.edu](mailto:sbianco@csuchico.edu)
- Jenny Breed: [jbreed@csuchico.edu](mailto:jbreed@csuchico.edu)
- Amie Riesen: [ariesen@csuchico.edu](mailto:ariesen@csuchico.edu)
- Emily Foxworthy: [eafoxworthy@csuchico.edu](mailto:eafoxworthy@csuchico.edu)

<http://www.csuchico.edu/chc/>

