

T I P S F O R A

Successful Internship Experience

10,000 Small Businesses Fellows is an exciting opportunity bringing together historically underrepresented college students with local entrepreneurs. Gain talent for your business while supporting the local community with workforce opportunities for 12 weeks. All internships are fully funded by the Goldman Sachs Foundation.



Successful Business Owner Hosts

- **Define a meaningful project, clear scope of work, and expected deliverables** for a 10KSB Fellow to complete over the 12-week internship (your local college partner is ready to help with this)
- **Provide a dedicated supervisor** for the Fellow (~5 hours/week) to fulfill the following responsibilities:
 - + Provide project oversight
 - + Review and provide feedback on the project deliverables
 - + Answer Fellows' questions
 - + Provide overall workplace support and guidance to the Fellow
 - + Agree on a working schedule, taking into account the Fellow's school and other commitments.
- **Help the Fellow build their professional network**
- **Dedicate time to orient the Fellow** to your business, team and operations during their first week.
- **Remain accessible** to the Fellow throughout the 12-week fellowship
- **Understand that the Fellow will work up to 20 hours in any given week**, inclusive of any 10KSB Fellows meetings or trainings and assign work accordingly
- **Understand the Fellow's learning style** (through conversation and observation)
- **Participate in monthly meetings** with your 10KSB Fellows business liaison to provide feedback and help them evaluate performance.
- **Participate in 10KSB Fellows onboarding, training, networking and other events.**
- **Participate in any research and evaluation activities** led by 10,000 Small Businesses Fellows