

The U.S. Department of Labor's Wage and Hour Division allows an internship to be unpaid if all of the following are true:

1. The training, even though it includes actual operation of the facilities of the employer, is similar to what would be given in a vocational school or academic educational instruction.
2. The training is for the benefit of the trainees.
3. The trainees do not displace regular employees, but work under their close observation.
4. The employer that provides the training derives no immediate advantage from the activities of the trainees, and on occasion the employer's operations may actually be impeded.
5. The trainees are not necessarily entitled to a job at the conclusion of the training period.
6. The employer and the trainees understand that the trainees are not entitled to wages for the time spent in training.



Capabilities is owned and operated by Karen and Bill Blumhorst and was founded in 1997. Working in conjunction with the Rehabilitation Services Commission and the Bureau of Workers Compensation, we provide employment services to Ohio businesses by aiding in the selection, training, and retention of work-ready individuals. In 2008, Capabilities received a fourth three year accreditation to provide employment services by CARF, The Rehabilitation Accreditation Commission, for our Community Employment Services programs. This represents the highest level of accreditation achievable.



Internships with
Capabilities

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Internships exist in various industries and settings. Work experience internship can be from two months to one full year. During this period, the intern has the opportunity to use the things he/she has learned and put them into practice. This way, the intern gets work experience in their field of study or specialty.

Internships are a very important element of the career development process. When hiring, companies give more attention to people who complete internships. Studies have shown an internship greatly increases a person's chance for employment. 64 percent of employers say they pay new hires with internship experience an average of 8.9 percent more than their inexperienced counterparts (National Association of Colleges). **Capabilities** follows a potential internship student through the exploration, interview, negotiation, and completion of paid or unpaid internships in real working practical environments that provide practical experience and knowledge.

Many internships in the United States are career specific. Interns often choose internships based on their major at the university/college level or their specialty. The challenging job market has made it essential for people to gain real world experience.

If you are an employer who already has or are considering implementing an internship program with your organization, you are not alone. In today's tight labor market, offering such programs can be a significant way to lure new talent. In addition, interns bring enthusiasm and current industry knowledge.

The purpose of an internship is two-fold. Interns will provide some useful assistance for the organization while also gaining on-the-job training that will assist them with their future career search.

Due to the training nature of an internship, it is imperative that interns are provided with sufficient supervision. Use care in identifying a seasoned staff member who will supervise your new intern.

A good internship program will ensure the assignment of challenging projects and tasks. Effective assignments are coupled with adequate supervision so as to provide an information resource and to ensure interns are keeping pace.

An internship can only be a true learning experience if constructive feedback is provided. An effective evaluation can be facilitated by **Capabilities** staff and will focus on the interns' learning objectives that were identified at the start of the internship.

