



LIFE SCIENCES INTERNSHIP CHALLENGE

GENERAL INFORMATION

What is the Life Sciences Internship Challenge?

*The Internship Challenge is designed to provide 2009 summer internships to at least **100 undergraduate Science, Technology, Engineering and Mathematics (STEM) majors** interested in exploring career opportunities in the Commonwealth's life sciences industry and research institutions. **The total cost of the program will be up to \$500,000.***

Students who are selected for the Internship Challenge program will receive a stipend of \$4,800 for 8 weeks of work (\$15 per hour) and host institutions will commit to providing a dedicated mentor and meaningful internship opportunity to eligible students. The MLSC will provide the web-based interface for students and host institutions to match skills to demand. Host institutions will review on-line resumes, contact and interview candidates, select interns for their programs, and notify the Center of their desire to provide an internship to a qualified student. The MLSC will also work with the interns' academic institutions to connect this internship experience to their academic training. Interns will be required to prepare a brief report on their experience.

Host institutions are challenged to provide meaningful internships to qualified undergraduates, to match Center funds, where feasible, and to expand existing internship programs to accommodate more students. Four-year colleges and universities and community colleges with specialized programs in the life sciences are challenged to inform and recruit qualified students to submit their credentials via the Center's website.

What are the objectives of the Life Sciences Internship Challenge?

The objectives of the Internship Challenge are to:

- *Provide the life sciences community with a talented pool of young scientists*
- *Enable more students to explore career opportunities in a challenging economic environment*
- *Enable more life science institutions to mentor students and provide internship opportunities across a broader spectrum (e.g., early-stage institutions and research institutions that may not have an undergraduate internship program)*
- *Recognize, support, and publicize the internship opportunities that presently exist for students*
- *Increase awareness and meet a need identified by multiple talent reports*
- *Mobilize around a common cause that is actionable within this fiscal year*
- *Provide a peer network of young scientists and students interested in working in the life sciences through educational and networking events, as well as online networking websites such as Facebook.*
- *Minimize the administrative burden on participating institutions*

Why is there a need for an Internship Challenge and how does the design address the need?

The importance of providing internship opportunities to undergraduate STEM majors has been documented extensively in multiple talent reports, and reinforced through discussions with members of the Life Sciences Talent Initiative Steering Committee and expert participants in a workforce development Roundtable hosted by the Center in December.

Five talent reports prepared within the past year have recommended internships for undergraduate students including the LSTI study, the McKinsey report, a comprehensive state-wide study conducted for CommCorp by Northeastern University's Center for Urban and Regional Policy, the Massachusetts Business Alliance for Education, and a report prepared by MIT's Industrial Performance Center on bio-manufacturing in Massachusetts.

Consistent with the Center's role as a catalyst in growing the talent needed by the life sciences super cluster, the Internship Challenge is designed to provide students and institutions with the tools to connect. This means that the Center conducts an extensive outreach campaign to students and institutions to participate in the Internship Challenge, and then gets out of the way for institutions to find the best match of skills for the needs of the company or research institution.

Based on our consultations with members of the Scientific Advisory Board and human resource managers at life sciences institutions, the Center decided to limit the eligibility of students to upper classmen who would have more specialized knowledge and therefore provide greater value to institutions. The Center also learned that smaller life sciences companies often did not have the financial resources or capacity to launch an internship program, but would be eager to mentor an intern if the administrative burdens to the host institution were minimal. Matching funds from the host institution are strongly encouraged and preferred, but are not a pre-requisite to participation if budgetary constraints would otherwise preclude participation.

How much funding is available for the Internship Challenge?

The MLSC Board of Directors allocated \$500,000 at its February 25, 2009 meeting to the Internship Challenge to be distributed as grants to successful applicants. Each intern would be eligible to receive up to \$4,800 for an 8-week internship with the host institution, which can be an institution of any size that is located in Massachusetts. Interns will be paid on an hourly basis by the host institution as a match and the Center, contingent upon documentation from their host institution that the work was performed. The funding from the Center will be in the form of a grant to the intern, not the host institution. As a result, we do not expect to certify companies that serve as host institutions to the interns.

How many awards will be made?

*It is anticipated that up to **100 awards** will be made to support interns during the summer of 2009. The number of awards will be determined by a successful match between the host institution and the applicant. The Center will emphasize to all host institutions that interns are expected to be given a "meaningful" internship experience and that Center staff will be speaking with interns periodically throughout the summer.*

Host institutions will:

- *Review on-line resumes and applications submitted by the students*
- *Interview candidates*

- *Notify the Center of an interest in hiring a particular applicant*
- *Submit regular documentation to the Center of hours worked by the intern*

The MLSC will provide the final approval of institution-intern matches, contingent upon meeting goals of geographic and company or research institution distribution throughout the Commonwealth.

SCHEDULE

When will the Internship Challenge be launched, and what are the application deadlines?

The MLSC anticipates launching the Internship Challenge following approval of the program by the Board of Directors at its February 29, 2009 meeting. There is no formal deadline for student applications, but students are encouraged to apply as soon as possible to maximize their chances of finding a match with a host institution. When all 100 internships have been awarded, the Center will post a notice on the Center's website indicating that the Challenge is closed.

When does the MLSC anticipate making award announcements?

Successful applicants will hear directly from the host institution with an offer for an internship position. Upon acceptance by the student, the MLSC will work to execute a grant agreement with each student.

LOGISTICS

How will the Internship Challenge be broadcast?

As soon as we have received Board approval for the program, the Center will send out an email "blast" to the Career Offices, Deans, Provosts, Chairs of STEM-related Departments, etc. to all Massachusetts colleges, community colleges and universities notifying them of the program and asking them to inform students. At about the same time, we will initiate a phone and email campaign to notify institutions of the Internship Program and encourage them to review student applications on-line.

How will students and institutions connect?

A primary objective of the Internship Challenge is to encourage institutions that do not currently offer internship programs to do so. However, institutions that already offer internship programs are more than welcome to participate in the Internship Challenge by accessing the resume database and/or receiving funds to supplement their current programs (i.e., to increase the number of internships that the company or research institution can offer). We will publicly recognize all institutions that offer internships, as a way of highlighting their commitment to the Massachusetts talent pipeline.

Students will be able to post their resumes and applications on the Center's website and host institutions will be able to pull this information off of the site. The student information will be organized in a way that allows institutions to view all resumes and also to sort resumes and applications by area of concentration.

ELIGIBILITY

What are the eligibility requirements for host institutions to participate in the Internship Challenge?

Any life sciences institution that embraces the goal of providing a meaningful internship opportunity and commits to providing a mentor for each intern is eligible to participate in the Internship Challenge. Host

institutions that already have an internship program, as well as institutions desiring to create an internship program, are eligible to participate. Each company or research institution desiring to participate will be given a password which allows them access to the applications and resumes.

What are the eligibility requirements for the student?

*Any student who is a **Massachusetts resident** or enrolled in a four-year **Massachusetts** public or private college or university is eligible to compete for an internship, provided that they have completed at least their junior year of study. Massachusetts residents or students who have graduated from Massachusetts-based institutions within the past year are also eligible.*

*Any student who is a **Massachusetts resident** or enrolled in a community college located in **Massachusetts** is eligible to compete for an internship, provided that they have completed their Associate's Degree, Certificate, or the equivalent of one year's course work related to the internship placement. Students who have graduated from a community college within the past year are also eligible.*

REVIEW PROCESS

What is the process for reviewing applications?

The review of potential candidates for internships is done exclusively by host institutions desiring an intern for the summer of 2009. Host institutions will reach out to candidates with the qualifications that are most suited to their needs, conduct interviews, and notify the MLSC if they are interested in hiring an intern. The Center will provide final approval to the host institution to extend an offer to the intern, contingent upon meeting goals of geographic and company or research institution distribution throughout the Commonwealth.

CONTRACTUAL OBLIGATIONS

What are the intern/grantee's contractual obligations?

Successful applicants will be required to execute a standard contract (Grant Agreement) with the MLSC that sets forth the requirements of the funding. Grant funds will be released to interns only upon written confirmation from institutions that the requisite number of hours have been worked.

There is no explicit or implicit commitment on the part of any host institution to provide future employment for any intern. Periodically during the internship period, a member of the MLSC staff will contact interns to assess their experience.