



# THE NATIONAL SOCIETY OF LEADERSHIP AND SUCCESS

A Community of Leaders

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## Internship Summary and Compensation

This internship involves working with The National Society of Leadership and Success to establish a chapter on your campus. The National Office will train you and supply you with the materials needed. The Society will walk you through the steps to make founding a chapter a reality.

### Interns benefit from:

- Learn speaking, marketing, public relations, management, budgeting, fundraising, and communication
- Networking with extraordinary student leaders nationwide
- An exceptional resume addition
- A financial stipend of \$500 (Payment is made at the end of the Spring semester)
- All expense paid trip to the New York City in January for a networking and training conference (\$500 value)
- Free membership to The Society (\$75 value)

**Time Required:** Average of 7-10 hours per week for one semester.

### Specific Ongoing Duties of Interns:

- Submit weekly progress reports Due 5:00 PM in Intern Time Zone (allow one miss and one tardy per semester)
- Participate in 15-30 minute weekly conference call with Internship Coordinator.
- Participate in 60-minute presidents conference call, once a month. (May have an Executive board member “sub-in” one call per semester)

Note: If on-going requirements are not followed, compensation will be reduced by 50%

### Timeline: (Prior to Internship Semester)

Step 1: Find an advisor and help get the database of students for invitations.

Step 2: Send off invitations to students on campus to participate

**\$100 for completing Steps 1 & 2.** Must be completed before payment can be given for steps 3-14

Step 3: Select five - ten Members of Executive Board prior to Orientation

Step 4: Report all Executive Board Members to Internship Coordinator (*via Executive Board Report Sheet*)

**\$100 for completing Steps 3, 4.**

(*Internship Semester*)

Step 5: Host your first Orientation Meeting

Step 6: Hold 1 to 2 meetings with the Executive Board per month (Secretary must take minutes and email board members and Internship Coordinator after all meetings within 48 hours)

**\$100 for completing Steps 5 & 6.**

Step 7: Assign students to their Success Networking Teams (SNT) (*Must send a report detailing all SNT groups with names of members in each group as well as day, date, and time of meetings of each group*)

Step 8: SNT Coordinator provides attendance list from each team meeting throughout each semester (*within 72 hours of each meeting*)

Step 9: Facilitate the Leadership Training Day

Step 10: Fundraise half of Society Annual Dues by end of internship semester.

**\$100 for completing Steps 7, 8, 9 & 10.**

Step 11: Organize the first 3 videoconferences

Step 12: Hand in detailed schedule for complete internship semester (*rooms must be reserved and confirmed before term starts*)

Step 13: Hold an induction ceremony at the end of the semester

**\$100 for completing Steps 11, 12 & 13.**