



**School of Business Administration**  
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### **Fort Lewis College Internships**

#### **Development of a strong, ongoing internship program will:**

1. Enhance the quality of the workforce of La Plata County and Southwest Colorado and promote the success of its businesses
2. Provide employers with a cost-effective way of finding and developing new talent
3. Provide professional development opportunities for students
4. Build a stronger relationship between local businesses and Fort Lewis College.

#### **Types of Fort Lewis College Internships**

- Recurring Internships: Company provides an ongoing position in which interns rotate through on a semester, bi-annual, or annual basis.
- Project based Internships: These internships provide a special project which the intern completes. The internship terminates unless another special project is identified.

Please note that internships can be, but are not required to be, for academic credit. Internships for academic credit that do not correspond with the Fort Lewis College Academic Calendar must be able to be completed the following term.

**Student consulting projects:** Consulting projects are undertaken by groups of students as part of their business coursework in classes such as Senior Seminar in Administrative Strategy, and Marketing Research. A faculty member will work with a company to design a project that meets a need for the company and fits with the course objectives. The student groups are not compensated. The projects provide an additional way to engage with students and the FLC business school.

#### **Guidelines for Fort Lewis College Internships:**

- Fort Lewis College will work with employers to identify and define potential internships. Businesses are asked to provide a job description that will be posted on the Fort Lewis SOBA's website.
- Fort Lewis College will recruit, qualify, mentor and monitor progress if the internship is for academic credit.
- Fort Lewis College will provide interviewing facilities if employer would prefer to conduct interviews on campus rather than on-site.
- Internships should have a start and end date. Employers can continue student employment if mutually agreed upon by the employer and student. No academic credit can be offered beyond the initial internship period.

#### **Examples of Recent Fort Lewis Internships:**

**StoneAge Tools**—StoneAge Tools hired a School of Business student majoring in Management who was responsible for assessing StoneAge's inventory turns and developing a model that reduced inventory costs.

**Rocky Mountain Chocolate Factory**- Provides a recurring Inventory Cycle Count internship. Students rotate through this internship every 4 months and the outgoing intern is responsible for training the incoming intern.

**Fuzziwig's Candy Factory**—Fuzziwig's recently hired a School of Business student majoring in Accounting to process accounts payables and receivables. This student became a key contact for franchisees.

**The Hampton Inn**—The Hampton Inn hired a School of Business student in the Tourism & Hospitality Management program to assist with customer service, but extended far beyond the front desk, including developing a manual for fellow employees highlighting the locations and services of various Durango businesses to better serve guests.

If you are interested in developing an internship with the School of Business Administration or any other school or program, contact Pat Dommer, Career Services Coordinator; 970.247.7562, dommer\_p@fortlewis.edu.