

This document provides sample internship descriptions for students at P-TECH Brooklyn, who participated in their first internship the summer after Year Three. The school opened its doors to the first class of students in 2011. This document serves as one key tool related to the P-TECH 9-14 model.

## SAMPLE INTERNSHIP DESCRIPTIONS

Internships are an important element of the P-TECH 9-14 school experience. The main priority of the internship experience is to provide the student with a professional learning experience, which should consist of both formal training and on-the-job learning experiences. Interns should be given the opportunity to do authentic work, that is challenging, that is recognized by the organization as valuable, and that fills the entire work term. The job descriptions below provide examples of the type of work that is appropriate for students with different levels of technical expertise.

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### Sample A: Non-technical Internship in IBM Industries Market Development

The IBM Industries Market Development team is part of IBM Corporate Marketing. It helps marketing and sales teams understand what's going on in an industry and how technology can help them. As an example, for the retail industry, the team might be asked to analyze the tweets from attendees at a trade show to see how many people were talking about IBM and what they said.

To better understand the industries that IBM focuses on, visit [ibm.com/industries](http://ibm.com/industries).

A PTECH 9-14 school intern will assist in our industry insight projects as needed, but will spend the majority of his or her internship leading several key development projects for our team. Projects may include:

- Conduct a social listening project to understand the media buzz about IBM before an important industry event.
- Creating a creative digital marketing plan to promote one of our key projects to busy sales leaders.
- Create a web-based library of industry documents that will be used and accessed inside the company by sales teams across IBM.
- Research a company that does business with IBM to understand their technology problems using secondary research and social media tools.
- Look for new ways to visualize the data we have so that it is more compelling to the sales and marketing teams.

There is **no specific technical expertise** necessary for this internship other than a working knowledge of Excel and PowerPoint. However, it is imperative that this intern is creative, inquisitive and has an interest in the technology industry. The intern must also have strong team and research skills, as well as a high level of communications skills (writing, graphics, speaking).

**Sample B: Technical Internship in IBM Global Technology Services**

Intern will support the Technical Support Services organization. IBM Technical Support Services offers a portfolio of infrastructure support services that provide clients a way to increase availability and simplify management of their IBM and multi vendor environments. The intern will have the opportunity to learn the day-to-day process and workings of a high-tech company. The role is focused on assisting in the daily activities required to support the NY Metro Office and System Services Representatives (SSR) who perform post-sale maintenance and services for IBM and other vendor equipment at IBM customer locations.

Responsibilities will include:

- Preparing and submitting maintenance opportunities via Training and Contracts online.
- Interfacing with SSR and Dotcom representatives using basic project management principles to follow the status of maintenance opportunities in an effort to grow IBM business.
- Assist with opportunity identification including sorting various reports with customer information and dispatch to the SSR community.
- Shadowing SSR representatives at client locations as a method of learning to understand functions of the role.
- Other project duties as assigned.

Ideal candidates will have familiarity with Computer Hardware, Microsoft Word, Excel, PowerPoint, Internet and a willingness to learn new technologies. Basic verbal and written communication skills required.

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**Sample C: Technical Internship in IBM Research, Application Development**

For more than sixty years, IBM Research has been the innovation engine of the IBM Corporation. From helping the Apollo space missions land on the moon to the discovery of fractals; from the technology behind laser eye surgery to a cognitive technology called Watson now being applied to health care, IBM Research continues to define the future of technology.

A PTECH 9-14 school intern, under the mentorship of IBM researchers and engineers, will develop an application to provide a flexible web-based front-end to finance and logistics operational data management. The front-end application will interface with internal IBM tools that are used to manage the operations of organizations within Research, and provide abstractions of data from those tools that enable operational decisions.

The intern's responsibilities will include the following:

- Become familiar with the formats of underlying data and develop an architecture to provide a "dashboard" view of the data for different operational functions.
- Implement a web-based front-end based on the architecture above.
- Test the web-based front-end application for potential bugs in corner cases.

The ideal candidate would have a strong interest in architecting and implementing a web-based data visualization and manipulation application, and have the following skills/experience:

- Web development: Javascript and associated frameworks, HTML/ HTML5, CSS,
- Scripting/programming language for the web (PHP, Python),
- Basic understanding of Database Management Systems, and
- Working knowledge of SVN, Git, or other version control environment.

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For more information about the P-TECH 9-14 model, please visit [ptech.org](http://ptech.org)