

INTERNSHIP PROGRAM



WHAT TYPE OF INTERN DO I NEED?

✓ Requested Candidate

VS

✓ Open Recruitment

If you have an intern in mind, submit a requisition through NeoGov and the Internship Team will begin the onboarding process.

Complete the Intern Position Evaluation Form, and submit it through a requisition in NeoGov. The Internship Team will then build and post the recruitment.

WHAT REQUIREMENTS ARE THERE FOR UNPAID VS PAID INTERNS?

- Unpaid interns **must** be current students (High School, Associate's, Bachelor's, Master's, Doctoral degree).
- Paid Interns must be current students **or** recent graduates (within the last 12 months).

WHERE CAN I GET MORE INFORMATION?

Full details are available in our Internship Guidelines. We are also happy to meet and discuss your department's specific needs.

✉ Contact us at Internship@RivCo.org

