Auburn University Supply Chain Management Internship Program

Teaching students to solve real-world problems through real-world experience.

All Supply Chain Management majors at Auburn University must seek and complete a professional experience or internship to complete the requirements of the degree and graduate. Internship opportunities must:

- Be relevant to the Auburn University Supply Chain Management curriculum.
- Provide students with the ability to apply classroom knowledge in a professional work setting.
- Engage students in the development of highly desirable professional supply chain skills.
- Provide students with opportunities to contribute to the organization in a meaningful and measurable way.

What does an APPROVABLE academic internship look like?

Students completing an approved SCMN internship are enrolled in SCMN 3920 (a required course). A faculty member is assigned to support and guide the student during the course. To earn credit for the experience, the student must complete a variety of assignments that highlight their learning while engaged in the internship.

To create a successful experience, the employer must provide the student with projects/work activities that contribute to the organization in a meaningful/measurable way and provide the student with the ability to gain valuable skills that are desirable in the professional SCM marketplace.

Employers must support the intern by providing an on-site supervisor who will oversee the intern’s professional progress and participate in a final evaluation in conjunction with the intern’s faculty supervisor.

Approvable SCMN internships should relate to one or more of these curricular areas:

<table>
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<tr>
<th>Software Implementation</th>
<th>Sourcing/Procurement</th>
<th>Process Improvement</th>
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<tr>
<td>Quality, Safety, Compliance</td>
<td>Warehousing/Distribution</td>
<td>Customs/Trade/Global Planning</td>
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<tr>
<td>Inventory Control</td>
<td>Customer Service</td>
<td>Intermodal / Carrier Operations</td>
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<tr>
<td>Research/Analysis</td>
<td>Forecasting/Materials Planning</td>
<td>Transportation Planning</td>
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<tr>
<td>Optimization/Logistics</td>
<td>Operations Management</td>
<td>Analytic Process/Measures</td>
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Internships should include project-related supply chain work activities such as:

- Performing software applications and analysis to plan, direct, or improve operations or services.
- Planning, directing, or coordinating the movement, storage, distribution, or processing of inventory.
- Planning, directing, or coordinating transportation operations or service.
- Forecasting production, procurement, or making financial decisions related to supply chain.
- Examining procedures or opportunities for streamlining activities to meet organizational needs.
- Analyzing product delivery or supply chain processes to identify or recommend changes.
- Managing route activity including invoicing, electronic bills, and shipment tracing.
- Managing personnel, systems, and/or directing daily operations within the supply chain.

NON-PROFESSIONAL – NOT APPROVABLE FOR CREDIT: Performing work that is not deemed educational in nature, is not related to coursework presented within the major, replaces hourly employees, is considered job shadowing, is repetitive or is clerical versus professional level work experience. NOTE: Sales-based experiences are not approvable in the SCMN curriculum, as the coursework (and therefore credit) is offered in Marketing.

WAGES - In 2019, AU SCM interns earned on average $16.20/hour.

OTHER SUPPORT - Most AU students are locked into one-year leases without the option to sub-let. To attract top candidates, employers should consider assisting students with the costs related to housing and re-location expenses during an internship.
Auburn University Supply Chain Management Intern Process:

To become an approved AU SCMN internship partner, begin by completing this internship survey:

https://auburn.qualtrics.com/jfe/form/SV_4VGwGrTmPPwi8d

The survey allows the AU SCMN internship coordinator to review all opportunities prior to approval for academic credit and ensure that the interns primary work activities will relate to curriculum taught in Auburn University's Supply Chain Management major.

1.) The AU SCMN internship coordinator will review the opportunity and then reach out to the contact person identified in the survey to notify them about approval.

2.) Employers should establish an account with the Auburn University student recruitment program known as Handshake (Handshake allows employers to promote their opportunities to students as well as set up candidate application and interview processes). Create a Handshake account here: http://career.auburn.edu/handshake

3.) Approved Internships will be identified and promoted to AU SCMN majors through Handshake.
   a.) Eligible students may be identified and informed about the experience.
   b.) Employer may request an electronic resume book of potential candidates.
   c.) The employer may set up a selection process such as an online application and on campus interviews.

Employers should present offer(s) to selected intern(s) prior to these course registration dates:

   - Summer 2020 – by or before March 1, 2020.
   - Fall 2020 – by or before May 1, 2020.
   - Spring 2021 – by or before November 1, 2020.

Employer should notify the Professional Experience Coordinator, Marcia Gibson of all accepted internship offers: Marcia.Gibson@auburn.edu | 334-844-2457

Term and Length of Experiences - Employers determine the term & time frame that suits their environment. Internships can be performed during any academic term: Fall (typically August to December). Spring (typically January to May). Summer (typically May to August).

   1.) One term internships (3 academic credits/SCMN 3920)
      a.) A minimum of 10 weeks in the summer term. No mini-term internships are allowed for credit.
      b.) A minimum of 12 weeks in the spring or fall terms.
      c.) Interns must earn a minimum of 300 hours of on-site work with one employer during any one term.
      d.) Interns may work 30 or more hours per week.

   2.) 6 month internships cross over two consecutive terms (6 credits/SCMN 3920)
      a.) Summer and fall terms (July to December) – typically 22 - 25 weeks.
      b.) Spring and summer terms (January to June) – typically 22 - 25 weeks.
      c.) Interns must earn a minimum of 600 hours on-site with one employer over two consecutive terms.
      d.) Interns may work 30 or more hours per week.

   3.) Cooperative Education (Co-Op) Program (6 credits/SCMN 3920)
      Co-op requires a three-term commitment working with one employer over alternates terms. Students may earn credit for two of the three terms (see outline for one term internships above).
      CONTACT: Charlie Wilder, Associate Director, Cooperative Education
      Email: cww0035@auburn.edu | Phone: 334.844.5410