 

**LSHTM InternMe Programme Summary**

**Information for Internship Providers**

**Introduction**

**InternMe** is a pilot initiative at LSHTM aimed at offering paid tailored micro-internship opportunities to students, particularly those from underrepresented or disadvantaged backgrounds (meeting Widening Participation, or WP, criteria). InternMe aligns with LSHTM strategic goals of addressing some of the structural, cultural and socio-economic issues experienced by WP students, by seeking to increase employability rates for WP students and foster a more inclusive workforce in the public and global health sectors.

**Aims of InternMe:**

* Provide work experience to help WP students transition into roles in public/global health and beyond.
* Enhance employability, career exploration, and industry knowledge while fostering networking with potential employers.
* Remove barriers for WP students by offering paid, flexible opportunities that accommodate academic commitments and mitigate lack of relevant work experience.

**Rationale**

Research shows that students from underrepresented backgrounds are less likely to secure professional employment or career progression, especially in the public health sector, and are more likely to face unemployment post-graduation. Positive outcomes increase when WP students gain relevant industry experience.

**Benefits for the student may include:**

* Gain valuable career-enhancing skills, industry knowledge, and commercial awareness.
* Build hands-on experience to improve readiness for career opportunities.
* Explore roles that align with career goals while sharpening job-hunting and career management skills.
* Expand professional networks, develop self-advocacy skills, and forge connections that lead to future opportunities.
* Strengthen CVs with meaningful work experience.
* Practice self-promotion and build a professional portfolio.

**Benefits to the internship provider may include:**

* Access a diverse pool of talent and enrich their workforce with varied perspectives.
* Evaluate potential future hires without financial risk.
* Offer valuable work experience even without a budget for internships.
* Build a talent pipeline aligned with diversity, inclusion, and allyship goals.
* Contribute to social mobility by offering career-enhancing opportunities to underrepresented students.
* Gain fresh ideas and perspectives from student interns.
* Meet company’s potential CSR (Corporate Social Responsibility) aims.

**Key requirements of the internship:**

* Students must complete a minimum of 20 hours, spread between April and June; continuation after 20 hours is optional and must be voluntary or paid outside the InternMe scheme.
* No obligation for providers to pay students, though this is an option
* Flexible working hours must accommodate academic requirements.
* Internships can be in-person, remote, or hybrid.
* Providers must be based in the UK.
* Internships must offer challenging tasks (not just shadowing).
* Students should set SMART targets with their supervisors.

**What We Ask of the Internship Supervisor**

We ask that the student is assigned a supervisor, who should ideally be someone working closely with them as they will be asked to provide feedback about them.

Before the internship – due diligence checks:

* To adhere to QAA guidelines, there are two documents we ask you to complete, sign and return: the Internship Agreement (outlining the partnership), and the Internship Provider Checklist (health and safety form).

During the internship – supporting the student:

* It will be important to discuss and agree the student’s SMART targets with them
* We ask that to verify their hours, you sign off the student’s Timesheet.

At the end of the internship– assessing the student:

* You will be sent a link to complete a brief form to provide feedback about the student, which will be reviewed by the LSHTM Careers Service. Areas the student will be assessed on include:
  + Communication; written and verbal
  + Working with others
  + Willingness to learn and accept advice.

**You will have a point of contact within our team who will support you and the student throughout the process.**

**We look forward to working with you to create a mutually beneficial partnership.**