



Funding Generations of Progress
Through Research and Scholarships

Business Internship Host Employer Profile Form

Internship Coordinator Name: _____

Please list the name of the person AFE should coordinate with.

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail: _____

AFE staff will pair students and organizations based on the information provided. Internship pairings will begin in late November each year. AFE's Education Committee reviews all applications prior to placement. These internships are 100% paid internships by the host and 35-40 hours per week.

Please indicate the job area(s) where your organization could host a Business Internship student.

- | | |
|-------------------------------------------------|---------------------------------------------------|
| <input type="checkbox"/> Management | <input type="checkbox"/> Graphic Design/Creative |
| <input type="checkbox"/> Accounting | <input type="checkbox"/> Human Resources |
| <input type="checkbox"/> Information Technology | <input type="checkbox"/> Digital Marketing |
| <input type="checkbox"/> Sales | <input type="checkbox"/> Marketing/Communications |
| <input type="checkbox"/> Logistics | <input type="checkbox"/> Analytics |

Please indicate the times of year you are able to host a student? (check all that apply)

____ Spring ____ Fall ____ Summer ____ Winter

Do you currently host paid internships at your location? ____ Yes ____ No

a. If yes, please attach any documentation you can share on your internship program.

b. If yes, what is the approximate hourly range paid for your internships? \$ _____

Are you able to provide help for students to find safe and affordable housing during their internship (if needed)? Note: you are not required to pay for housing as part of this agreement, but to guide the student.

____ Yes, I can help the student find affordable housing during their internship.

____ Yes, I have housing available for intern students.

____ No, I will not be able to assist in finding housing.

This internship is funded by the Del Demaree Family Fund of the American Floral Endowment.

Please check the box that best describes your company:

Manufacturer **Retail Shop** **Grower** **Wholesaler** **Other:**

Please provide a brief description (40-50 words) of your organization. This information will be published on the AFE website under the list of potential hosts for students to review.

Please return your completed questionnaire to:

Debi Chedester, American Floral Endowment
1001 N. Fairfax Street, Suite 201, Alexandria, VA 22314
Fax: (703) 838-5212 / Email: dchedester@afeendowment.org

[If you have branches or locations IN OTHER STATES that can also accept interns, please list the name and locations below:](#)