



## Processor Expectations for the Dairy Processing Internship

### OBJECTIVES OF THE DAIRY PROCESSOR INTERNSHIP:

- ☆ To create opportunities for students to gain practical knowledge, information, and skills about progressive dairy processing operations stretching beyond their past dairy experiences.
- ☆ To provide summer internship positions that are financially lucrative and competitive with industry standards through \$3,000.00 in addition to dairy processing plant wages.
- ☆ To allow existing dairy processors to share their passion for the future of the dairy industry with the next generation.

### REQUIREMENTS OF THE DAIRY PROCESSOR:

- ☆ A progressive, well-managed, dairy business with a positive outlook on the industry.
- ☆ Willing to expose the intern to all aspects of a successful, progressive dairy processing including financial information and management team meetings with adequate training and consultation to achieve learning objectives.
- ☆ Willing to provide information concerning organizational policies and procedures.
- ☆ Able to pay the intern a standard employee wage in adherence with all federal and state employment requirements.
  - Requested time-off, hours of work, and additional details of the internship will be determined in collaboration with the dairy processor and intern.
- ☆ Able to provide a safe working environment and conduct a safety overview upon the start of the internship learning experience.

### EXPECTATIONS OF THE DAIRY PROCESSOR:

- ☆ Participate in an in-person interview at the host dairy processing location prior to acceptance into the internship program.
  - Determine goals, area of focus and project for the internship.
- ☆ Carry Workman's Compensation Insurance on the intern.
- ☆ Add the intern onto the business commercial vehicle policy.
- ☆ Hold an in-person interview at the dairy processing location with a prospective intern.
  - Determine goals, area of focus, and project for the internship.
- ☆ Participate in a pre-internship informational session.
- ☆ Participate in a 1 on 1 call with the Internship Committee Coordinator.
- ☆ Participate in a 30-day and final evaluations with the intern and provide written review feedback.
- ☆ Allow interns to participate in:
  - Weekly discussions via Zoom with Internship Committee Coordinator and other interns.
  - Industry events as available.

### NEXT STEPS:

- ☆ Please complete the [2025 Dairy Processing Internship Host Processor Application](#) .
- ☆ Feel free to contact Michelle Shearer at [mshearer@centerfordairyexcellence.org](mailto:mshearer@centerfordairyexcellence.org) or 570-768-8316 with additional questions.
- ☆ Application Deadline is November 15, 2024.