

Position

Training & Development Internship

Open to Upper-level Under Undergraduate Students

Locations

Minnesota Correctional Facility – Oak Park Heights/Stillwater (Shared Services Internship Opportunity)

MCF-Oak Park Heights is a maximum-custody facility that houses adult male offenders. The facility maintains an average daily population of 392 and a staff of 331. The facility has eight self-contained complexes which can operate independently. Inmates participate in highly structured programming including industry, education and institutional housekeeping.

MCF-STW was built in 1914 and is the state's largest close-security facility for adult male felons. Average daily population is 1,600 and full-time staff size is approximately 550. The facility's two primary missions are to protect the public by incarcerating serious, chronic and dangerous offenders and to provide industrial, academic, vocation and rehabilitative opportunities to inmates.

Description

Interns will work in the Training & Development Unit at both MCF-Oak Park Heights & MCF-Stillwater, which provides training to 881 employees. Employees are required to have 40 hours of varied training annually, including security-related courses and personal development courses. The intern would be involved in the day to day operations of the employee development, including planning on-going training, contracting, developing lesson plans, evaluating facility needs, conducting training on specific topics, new employee orientation, working with individual need areas, eLearning course development. The facilities have computer labs for teaching computer skills to employees. The employee development program has a training schedule that offers programs almost on a daily basis.

Supervision

The intern is supervised by the Training & Development Director.

Requirements

The intern must be currently enrolled in an accredited college or university in a program which offers course credit for internships. Interns should have coursework in Education, Management, Human Relations, Sociology, Psychology, Criminal Justice, or Computers.

Length of Internship

Negotiable and flexible/10 weeks and minimum of 20 hours per week is desired.

Application deadline date:

July 15 for Fall session

October 15 for Winter session

February 15 for Summer session

Note

Applications may be accepted after these dates until the position is filled.

This internship is unpaid.