



When does the program begin?

Metro Summer Internship Program (MSIP) participants begin pre-work training on Tuesday, May 30, 2017. Interns begin working at their designated worksite on Monday June 5, 2017.

What are some of the important dates/deadlines?

MARCH 27 | Deadline for youth applications APRIL 14 | Interns notified of selection
APRIL 10 – 30 | Intern Orientation Sessions (each intern must attend ONE session with a parent)
MAY 30 | First day of program JULY 14 | Last day of program

What does the program look like?

Interns will spend the first four days in pre-work training. After training days are complete, interns will work 24 hours per week at their assigned department and 4 hours per week in class for 6 weeks.

What are interns' wages?

Interns are paid \$9 per hour for all training, classroom, and work time (a total of 188 hours).

How do interns get paid?

(MSIP) is using Tailored Business Services to manage all aspects of payroll. Because payment is made via direct deposit, all interns must have—and bring proof of—an active bank account of their own when they come to orientation. Interns are responsible for completing and turning in their time sheets on time. Their supervisors must also sign off on all worked hours.

How can I apply for the Metro Summer Internship Program?

To apply for an internship with the MSIP program, search for Metro Summer Intern in the Opportunity NOW Job portal (on.nashville.gov). You'll get back a list of all the different departments' internships. In addition to applying for the specific department internships you are interested in, it's also a good idea to apply to one of these generic MSIP posting, too:

- Metro Summer Intern (General)
- Metro Summer Intern (Northwest Nashville area)
- Metro Summer Intern (Northeast Nashville area)
- Metro Summer Intern (Southwest Nashville area)
- Metro Summer Intern (Southeast Nashville area)

Where do MSIP Interns work?

Departments like Police, Airport, Health, Historical Commission, Finance, Water Services, the Mayor's Office, Community Education, the Sheriff's Office, and many more will all have interns this summer.

How will I get to my workplace if I'm selected to be an intern?

All interns are responsible for their own transportation to and from work, class, and training.