

Final Review by Intern**Student:** _____ **Internship Dates:** _____**Supervisor:** _____ **Date:** _____

Please provide a two page write-up summarizing your experience. Your audience is your faculty advisor, your club supervisor and possibly future students trying to evaluate the club's internship program. The paper should include an overview of the following areas.

- Name, location and description of the club and include your club supervisor's name, title and contact information.
- Outline of tasks and duties – can include job description.
- A list of your goals and objectives for the experience (evaluation of your goals and the level of performance for each one listed).
- Did the club and experience meet your expectations? Include strengths and weaknesses of the club and the experience.
- What did you learn about yourself?
- How did the experience help to enhance your own strengths and develop your weaknesses (i.e., where did you see the most growth in yourself and what growth opportunities do you still have as you continue your coursework)?
- Specific challenges that were presented and how you overcame them.
- What did you learn about the various management positions within the organization?
- What did you learn about the national professional organizations/associations for the various aspects of club management?
- The effect of the experience on your choice for a future internship and/or your future career path.

