



VIRTUAL INTERNSHIPS

In partnership with



CRCC Asia





Virtual International

Internship Program

Two Brands. One Superior Product

Through this collaborative program CRCC Asia and Virtual Internships will work in direct partnership to support your students as they complete their remote experience on the Virtual Internship platform and under the Virtual Internships brand. Partners and students accustomed to working directly with CRCC Asia will still be supported by their partners and CRCC Asia has worked diligently to build a synergetic application process allowing students who apply directly to CRCC Asia or Virtual Internships, to both be deferred to the same platform and process.





Why Choose Virtual Internships

Competitive Pricing

While other competitors are priced well over 2k, we have kept pricing low at \$1595 with the opportunity to add credit for just \$300 more.

Proven Experience & Success

Since 2018 we have been developing a Virtual Internship program, continuously evolving it along each step and with each evaluation received.

Developed Host Company Network

Virtual Internships works directly with over 950 engaged host companies who are used to support international students in-person and remotely.

Curated Support for the Student

Our program builds scaffolding around the student and experience so that they are engaged, connected and successful.

Key Details

1, 2, or 3 Month

Guaranteed Remote Internship

Placement

\$1595

program fee

regardless of program duration

Fortnightly start dates

beginning May 25th, 2020 with
applications due 8 weeks in
advance.

360° Student Support

through online curriculum,
weekly check-ins, and events

Access to Academic Credit

through our School of Record

Access to

International Programming

through global placements





Overcoming Barriers

In creating the Virtual Internship Program we identified common issues that arise in traditional internships and remote work to include:



Lack of direct engagement from supervisor along with active workload



Ensuring there is a sense of community and network amongst interns

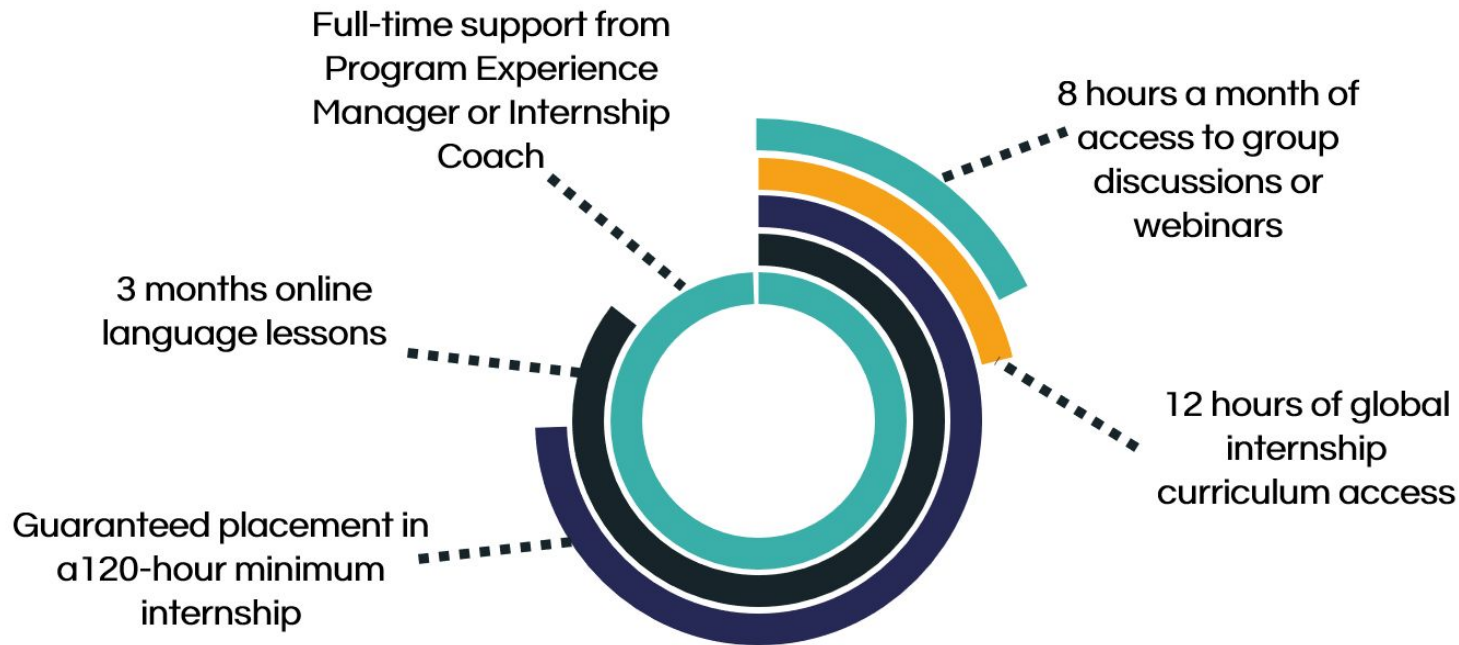


Delivering adequate academic support to unpack challenges and success to improve employability

Program Inclusions

Our program was designed to build full support around the internship and require weekly touchpoints with the employer and intern to ensure everyone was fully engaged and benefiting from the virtual internship.

Students wanting to gain global work experience to complete an internship from the comfort of their own home, working 20-30 hours per week for 1-3 months. All students are guaranteed an online internship placement in one of their career fields, and students can focus on one country or multiple countries for placement options.



Program Planning & Delivery Timeline

The next few pages help translate how our virtual international internship works and the program structure that a student on our program can expect

8 weeks Prior

Students can complete their initial form application and submit resumes to VI

6 weeks Prior

Students must have completed the Virtual Video Application and confirmed participation

1-5 weeks Prior

The placement process will begin with students receiving request for interviews

1 Week Prior

All host company placements are confirmed at least 1 week prior to start date

Program Start Date

All internships begin on a Monday with fortnightly start dates beginning May 25th, 2020.

1 Week After

Their assigned Program Experience Manager (PEM) will check-in with the student to collect a timesheet and address any concerns

2 weeks After

All interns are invited to fortnightly webinars to help keep them engaged in a community

Mid-Point

Internship Coach will schedule a 30-minute check-in call at the mid-point to review their past work and develop a plan for a successful second half of the internship

End of Program

At the conclusion of the internship all students will have a coaching call with an Internship Coach to unpack the supervisor evaluation and plan for the future

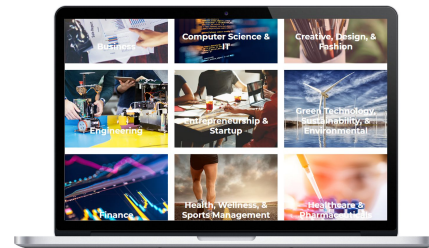
Meeting a Student's Focus with an Internship Experience

We have created two focuses for an applicant to choose from to ensure that the needs and professional goals are met and guarantees a placement in the country or career field of your choice.

TRACK ONE: INTERNATIONAL FOCUS



TRACK TWO: CAREER FIELD FOCUS



By selecting the **International Focus Track**, we guarantee you a internship in the country of choice, allowing interns to select from **China, Japan, South Korea, Vietnam, India, or The United Kingdom**.

By selecting the **Career Field Focus Track**, we guarantee a internship in the career field of choice, allowing interns to select from **over 18 different identified Career Fields**.

This option is perfect for anyone focused on building networks and experience in a specific country.

This option is perfect for anyone wanting global experiences throughout the world, but has a focused career goal.

Application Process

1

Completion of Initial Application Form

Students submit an application on our website noting focus, start date, and uploading their resume.

2

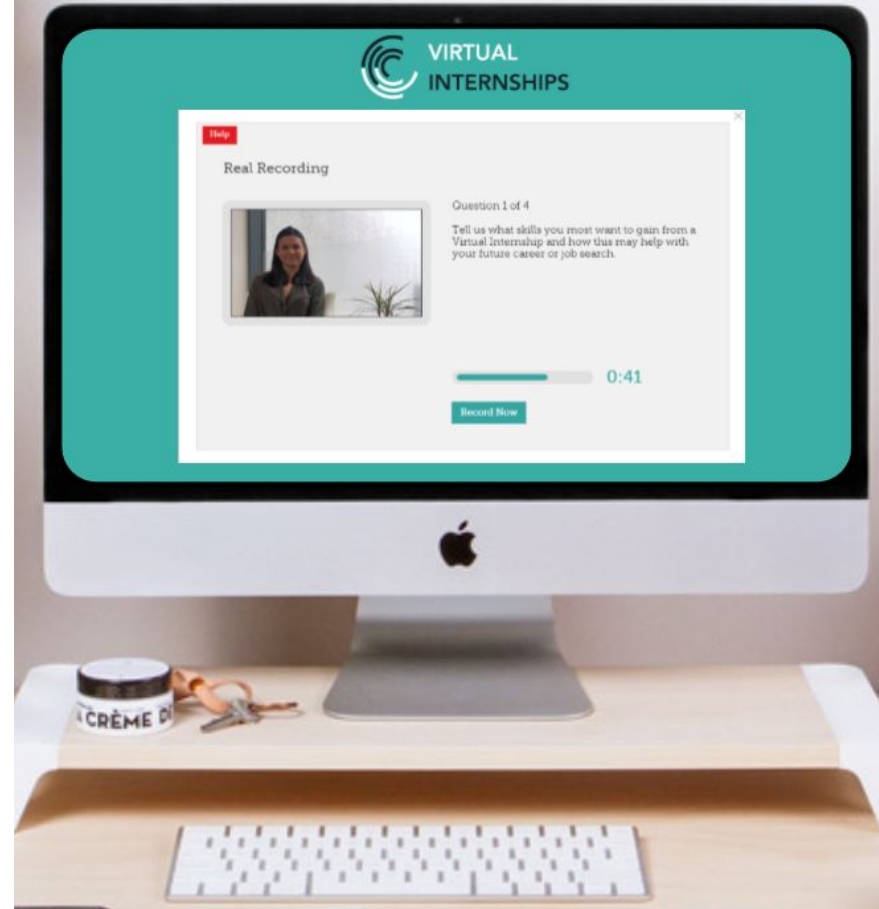
Upload of the Virtual Video Application

The video application was chosen as virtual connections will be a main component of a virtual international internship. Completing recorded responses will only take 10-15 minutes and all video footage may also be shown to prospective host companies during the matching process.

3

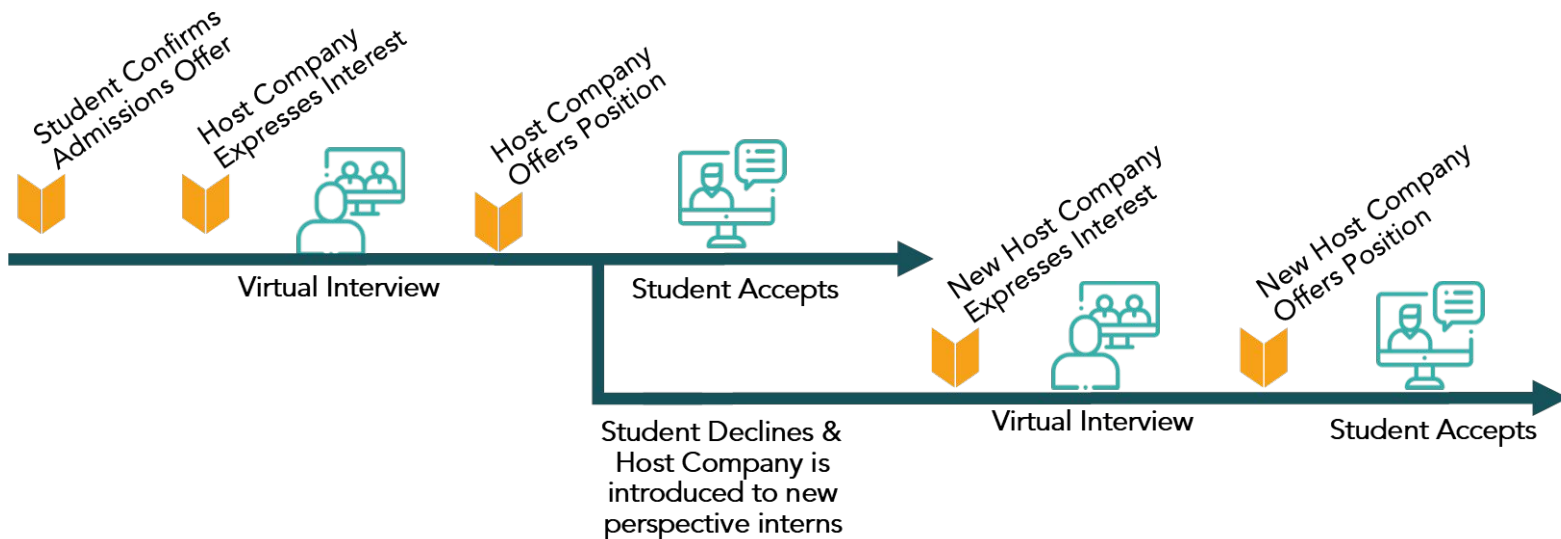
Application Review and Assessment

All applications are reviewed against a set rubric and scored out of 5 points for each question with any application scoring 15 / 25 moving forward.



Completing the Linear Placement Process

All students confirmed on the Virtual International Internship program are guaranteed an internship placement. The placement process we follow is a linear placement meaning that all students are only introduced to one company at a time, and should they decide to decline the offer, that host company will be off the table. At no point will a student be able to see 2 or more placement opportunities at one time, but will always be looking at each opportunity linearly.



Program Support

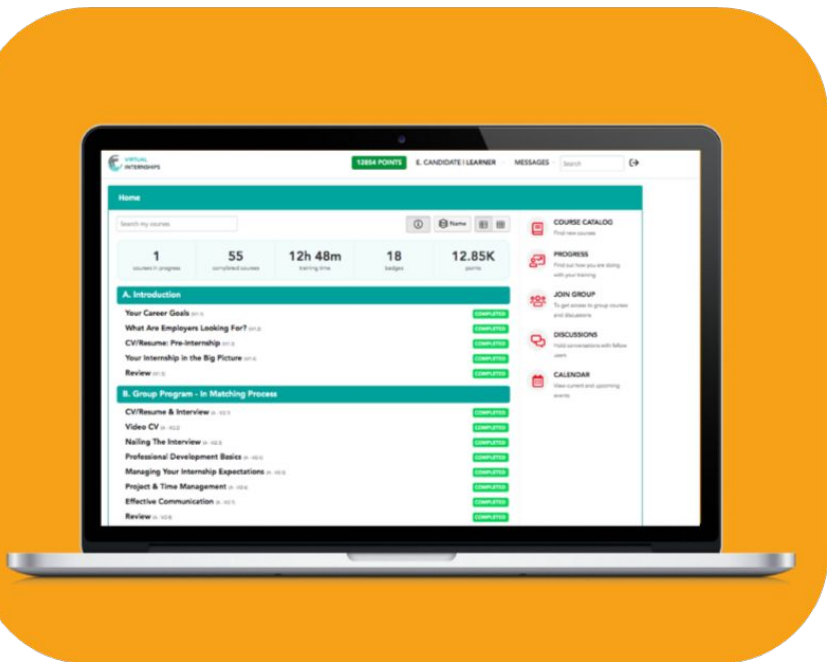
Completing a remote internship presents a risk of feeling isolated or disconnected, and therefore Virtual Internships & CRCC Asia has created multiple touchpoints to connect fellow remote interns and build a community.

- **Dedicated Program Experience Manager** to check-in weekly with interns
- **Assigned Internship Coach** to complete midpoint and end of program coaching calls with delivery of Global Career Management Plan (GCMP) and Global Employability Certificate
- **Weekly Group Discussions** where the moderator will ask guided group discussions as well as open the floor to any inquiries or concerns.
- **Fortnightly Business Webinars** covering a range of topical themes



CareerBridge, Our Global Internship Curriculum

CareerBridge is a professional development hub used to deliver Virtual Internships International Internship Curriculum and enhance a participant's overall internship by targeting personal and professional growth within the NACE career readiness competencies.



Online Curriculum

10-12 hours of curriculum completed entirely online with a flexible schedule for completion.



Holistic Support

Wrap around a curriculum that follows the participant's progression from the admissions stage, through their internship program, to their return home, and beyond.



Increased Skills

12 courses aligned with our 5 key learning objectives and the NACE career readiness competencies.

Internship Coaching

Upon beginning their international internship, a student will be assigned Virtual Internship Coach.

Professional

Development

Guidance

- **The Midpoint Check-In** is a formal conversation that will review the student's midpoint self-assessment taken in CareerBridge, as well as asking some guiding questions about their internship and steps to take to make the second half a success.
- **The Final Coaching Call** is a longer conversation designed to look at the students past experience with this internship to highlight skills gained, professional pathways, and best practices for future career management. At the end of the call the student will walk away with a *Global Career Management Plan*, noting key steps to take immediately and in the future in order to leverage this experience for future success.

The Student

Experience

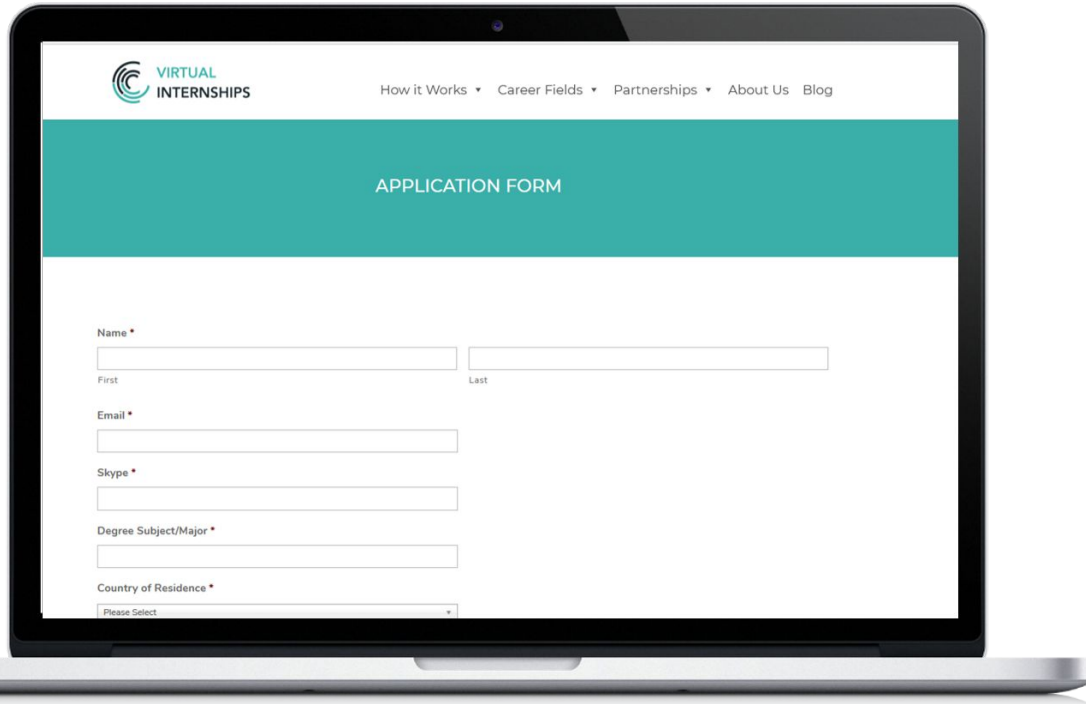


Initial Application Form

Students applying directly to Virtual Internships & CRCC Asia will begin the process by applying directly on the website.

Key Application Details:

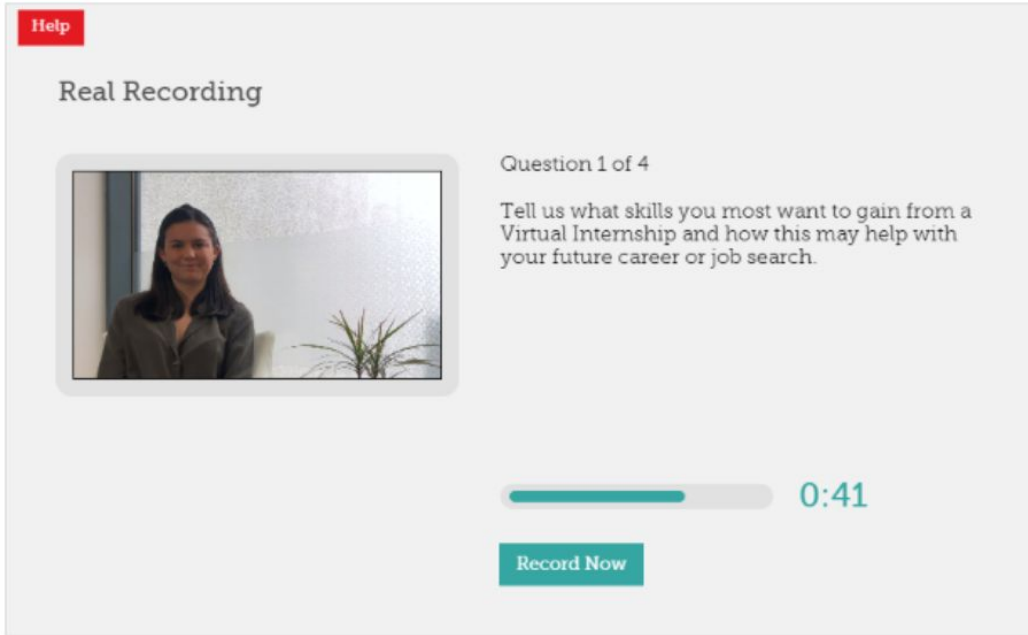
1. Contact Details
2. Program Start Date
3. Placement Focus (explained below)
4. Placement Preferences based on Placement Focus choice
5. Requested Program Duration and Weekly Hours worked
6. Resume / CV Uploaded



The image shows a laptop screen displaying the 'APPLICATION FORM' for Virtual Internships. The page has a teal header with the logo and navigation links. The form fields are as follows:

- Name ***: Two input fields for 'First' and 'Last' names.
- Email ***: One input field for the email address.
- Skype ***: One input field for the Skype ID.
- Degree Subject/Major ***: One input field for the degree subject.
- Country of Residence ***: A dropdown menu with 'Please Select' as the current selection.

Virtual Video Application



Help

Real Recording

Question 1 of 4

Tell us what skills you most want to gain from a Virtual Internship and how this may help with your future career or job search.

0:41

Record Now

×

The video application was chosen as virtual connections will be a main component of a virtual international internship. The ability to show understanding of new platforms, engage with a digital application, and feel comfortable on the screen will be crucial to a successful online internship. Completing recorded responses will only take 10-15 minutes and all video footage may also be shown to prospective host companies during the matching process.

Virtual Video Video Application Questions:

1. Why is the student interested in completing a virtual internship?
2. Why has the student chosen their specific focus, either Career Field or International?
3. What challenges does the student expect to encounter and overcome during a virtual internship?
4. How has the intern successfully worked in a team before?
5. What skills and experiences does the intern bring to the table and how will they apply them to their internships?

Access to CareerBridge

The screenshot shows the CareerBridge Virtual Internships dashboard. At the top, the logo for 'VIRTUAL INTERNSHIPS' is on the left, and the user's profile 'E. CANDIDATE | LEARNER' is on the right, next to a '12854 POINTS' badge and a 'MESSAGES' link. A search bar is also present. The main content area is titled 'Home' and features a search bar for courses. Below this, a summary row displays: 1 course in progress, 55 completed courses, 12h 48m training time, 18 badges, and 12.85K points. The dashboard is organized into two main sections: 'A. Introduction' and 'B. Group Program - In Matching Process'. Each section contains a list of tasks, each with a 'COMPLETED' status indicator. On the right side, there are several navigation links: 'COURSE CATALOG', 'PROGRESS', 'JOIN GROUP', 'DISCUSSIONS', and 'CALENDAR', each with a corresponding icon and a brief description.

VIRTUAL INTERNSHIPS 12854 POINTS E. CANDIDATE | LEARNER MESSAGES Search

Home

Search my courses

1 courses in progress 55 completed courses 12h 48m training time 18 badges 12.85K points

A. Introduction

- Your Career Goals (v1.1) **COMPLETED**
- What Are Employers Looking For? (v1.2) **COMPLETED**
- CV/Resume: Pre-Internship (v1.3) **COMPLETED**
- Your Internship in the Big Picture (v1.4) **COMPLETED**
- Review (v1.5) **COMPLETED**

B. Group Program - In Matching Process

- CV/Resume & Interview (A - V2.1) **COMPLETED**
- Video CV (A - V2.2) **COMPLETED**
- Nailing The Interview (A - V2.3) **COMPLETED**
- Professional Development Basics (A - V2.4) **COMPLETED**
- Managing Your Internship Expectations (A - V2.5) **COMPLETED**
- Project & Time Management (A - V2.6) **COMPLETED**
- Effective Communication (A - V2.7) **COMPLETED**
- Review (A - V2.8) **COMPLETED**

COURSE CATALOG
Find new courses

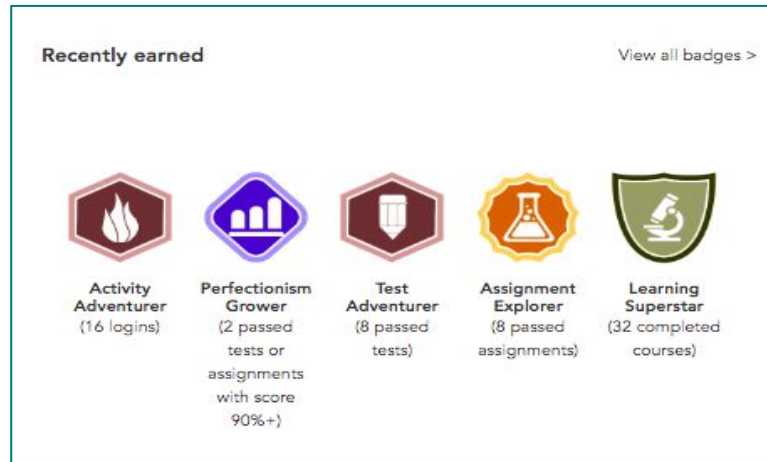
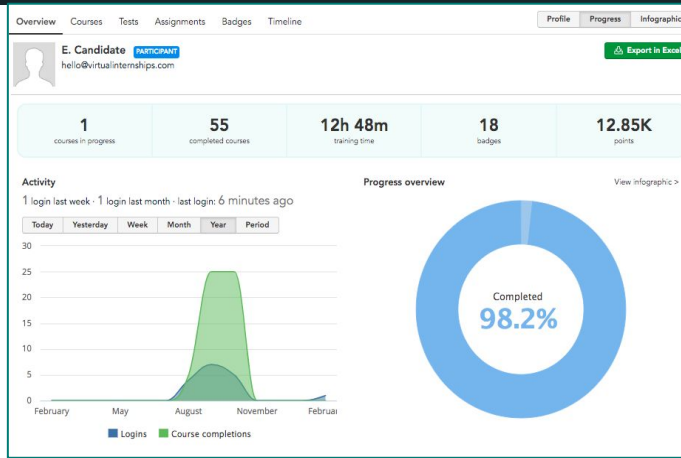
PROGRESS
Find out how you are doing with your training

JOIN GROUP
To get access to group courses and discussions

DISCUSSIONS
Hold conversations with fellow users

CALENDAR
View current and upcoming events

Access to CareerBridge



Additional Support

Weekly Group Discussions

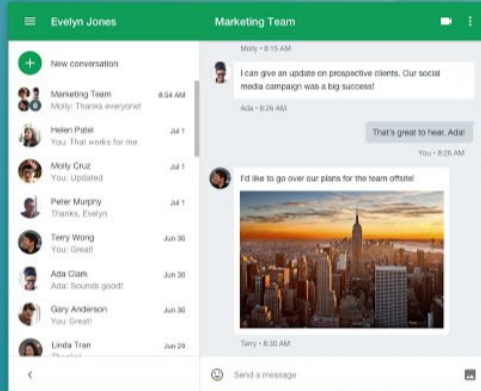
All students will be able to join a weekly google hangout discussion where the moderator will ask guided group discussions as well as open the floor to any inquiries or concerns.

Fortnightly Business Webinars

Webinar topics can include: Bringing Initiative into the Workplace, Creating smart goals, Starting a Global Career, Global Networking at a Distance, and much more. Webinars will draw on external expertise and may feature guest speakers or moderators.

Online Language Lessons

To help bridge cross-cultural exploration at a distance all students will be given 3 months access to Rosetta Stone's online language lessons to complete prior to, during or after their international internship.



Internship Coaching Calls

The midpoint and final coaching call are completed by a trained Internship Coach. Each call follows a structure that supports unpacking key internship inputs as well as looking to the future. Will some questions will directly reference the supervisor evaluation, a student's CareerBridge inputs and more, others will look at skills and attitude for example.

1. On a scale of 1 -10 where 10 stands for completely confident in your career development, and 1 stands for the opposite, not at all confident, what number would you say you are right now?
2. Followup: "What does a 6 (or number they say) look like to you?"
3. Followup: What would it take to move you from a 6 to a 7? (or a 6 to an 8-10).



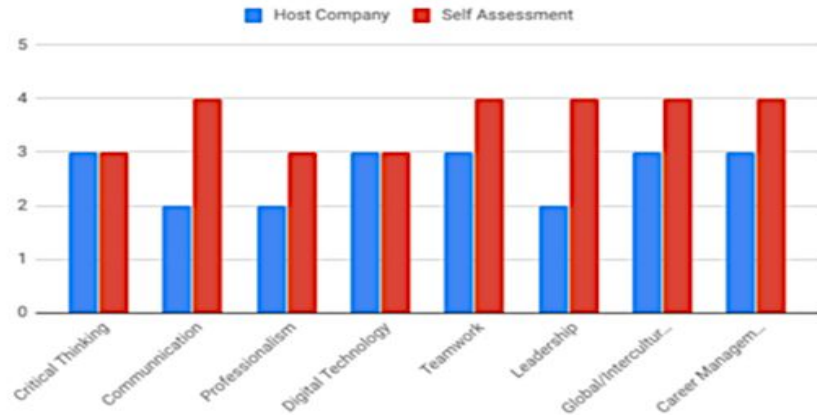
End of Program Report



All students and university partners will receive an end of program report that will unpack the student experience and next steps.

The Program Report will include:

- Supervisor Evaluation
- CareerBridge Completion Report
- Student Assessment
- Global Career Management Plan





Virtual

International

Internship Program

Testimonials

“The coaching provided by VI helped me to approach work at a professional, interpersonal and proficient communicative level. After my internship was finished, I was much more confident with my own professional abilities and my knowledge of the industry. I highly recommend Virtual Internships to any student who needs that kick to begin their career.”

Gideon Caturla, Brisbane University

“The internships that they sourced provided our students with the opportunity to work on practical and hands-on tasks and the Career Bridge Programme gave them the opportunity to reflect in depth on their skills development and career management. The team was quick to respond and address any issues we raised. They also engaged with us on a regular basis as well as providing updates on request.

Our experience in working with Virtual Internship was overall, and without a doubt, a very positive one.”

Elsa Zenatti-Daniels, Postgraduate Student
Development Lead, Aston University

“My virtual interning has allowed me to take advantage of opportunities in places I could never visit and meet people that will help me achieve my goals in life.”

Julia Wainwright, Denison
University



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In Partnership with



Virtualinternships.com

Reach out to Jillian Low at
j.low@crccasia.com for more information