Eric Zeitlin

Summer 2014

Dardis Academy Internship

**Description of Internship**

Throughout the summer of 2014 I will be participating in an internship with Dardis Academy. This 10 week Internship that will require me to construct and develop my own business model to sell professional men’s wear. Before this 10-week session begins I will receive a 4-day extensive training session that will cover things such as, professionalism, accountability, verbal and written communication skills, and leadership training. This opportunity will give me many skills that can be used long after this summer internship is over. The entire experience will be a chance to learn. Throughout the summer my recruitment manager, Courtney Conklin will be evaluating me and checking in to see how the process is going every few weeks. At the close of the summer we will all gather together once again and discuss the whole summer as well as get a final evaluation.

**Academic Component**

1. Organization
2. I will be responsible for the majority of the work in this internship. This will force me to keep information together, analysis it, and then execute a task from the given data collected.
3. Time management
4. I will be responsible for daily activities that will require me to budget my time in order to effectively succeeded in this internship. With the many tasks at hand, I will need to plan my time accordingly and create my own structure.
5. Strategic thinking
6. The business model of this internship will force me to think of a plan to sell; said, men’s wear by carefully constructing a procedure that will effectively reach my end goals and objectives.
7. Creativity
8. One of the most important aspects of this, besides gaining a valuable experience is creativity. Creativity will be used throughout this entire experience with sales ideas, marketing tactics, and overall growth in learning.

**Evaluation & Grading**

1. Courtney Conklin, a Dardis Academy recruitment manager, and myself will be on constant contact with each other as well as the other interns to work together, strategize, share ideas, and learn from one another. Courtney will also provide a mid-summer evaluation as well as a final evaluation on my experience. I will also be responsible for 3 write-ups throughout the summer to discuss my progress. This is all with extreme anticipation and excitement for this wonderful opportunity.