Tips for Successful WISP Opportunities

- Give students a short-term project to complete, or have them start or finish a larger one.
- Select a definitive and substantive project that will allow the student to gain insight into the career field.
- Provide positive and developmental feedback to the student throughout the internship.

Sample WISP Projects (please note students are not limited to only these areas and are able to support or lead multiple kinds of projects):

**Human Resources/Labor Relations:**
Interns will conduct employment/labor law and human resources research, contest unemployment insurance claims, assist in drafting union agreements, and create electronic templates for employment documents. Interns will be encouraged to initiate their own projects, especially in evaluating HR processes and procedures. In addition, interns will have the opportunity to interface with collective bargaining agents and observe grievances as they arise.

**Human Resources:**
The WISP intern will revamp the new-hire packet and job descriptions; benchmark the Sales Trainee programs in the beverage industry; benchmark and give recommendations on how to incorporate social media into recruitment for sales positions; and assist the team on any other HR-related tasks.

**Law:**
Students will summarize court depositions and hearing transcripts, perform legal research utilizing LexisNexis and the Internet, assist in putting together training materials for clients, etc. In addition, interns will have the opportunity to observe labor negotiations, court hearings, and/or depositions.

Depending on client needs, interns will have the opportunity to work on legal motions; prepare applications and other support for clients seeking public assistance and various public entitlements; and write grants, among other projects that may arise at the law center.

**Labor:**
WISP students will attend grievance and negotiation sessions with executive staff and visit film and TV sets with field representatives. They will assist in research and preparation related to these matters.

**Third Party/Mediation/Arbitration:**
In addition to observing meetings, the WISP intern will prepare a list of questions for both parties at meetings, participate in the filing procedures for meetings, perform legal research, and draft letters.